

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JULY 25, 2022 at 7:00 P.M.
CLOSED SESSION TO FOLLOW OPEN SESSION
VIA WEB CONFERENCING**

HOW TO JOIN

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/83274056238>

Or join by phone:

Canada: 855 703 8985 (Toll Free) or 1 647 374 4685 (long distance charges may apply)

Webinar ID: 832 7405 6238

**PAGE
NUMBER**

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the July 25, 2022 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

PRESENTATIONS

- | | |
|--|-----|
| 1. RLB Chartered Professional Accountants | |
| • Draft Consolidated Financial Statements for the year ended December 31, 2021 | 001 |
| • Summary of Key Operating Measures | 024 |

Recommendation:

THAT Council of the Corporation of the Township of Wellington North receive the draft Consolidated Financial Statements for the year ended December 31, 2021;

AND FURTHER THAT Council authorizes staff to allocate general surplus pursuant to the Reserves and Reserve Funds Policy 006-19.

RECESS TO MOVE INTO PUBLIC MEETING

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the July 25, 2022 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- James and Jo-Anne Machan, Minor Variance
- Peter and Mary Reeves, Zoning By-law Amendment
- Estate of John Baker (Sean Baker), Zoning By-law Amendment

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the July 25, 2022 Regular Meeting of Council at : .

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- a. By-law Number 087-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Part Lot 13, Division 2 to 4 EOSR RP 60R1463 Part 1 – Estate of John Baker) 039

Recommendation:

THAT By-law Number 087-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Part Lot 13, Division 2 to 4 EOSR RP 60R1463 Part 1 – Estate of John Baker)

- b. By-law Number 088-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Part Lot 71, Concession 3, with frontage on Wellington Street E, Mount Forest – Peter and Mary Reeves) 042

Recommendation:

THAT By-law Number 088-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Part Lot 71, Concession 3, with frontage on Wellington Street E, Mount Forest – Peter and Mary Reeves)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- 1. Regular Meeting of Council, July 11, 2022 044
- 2. Public Meeting, July 11, 2022 051

Recommendation:

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on July 11, 2022 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

- 1. Mount Forest Pool Replacement
 - Report CAO 2022-003 Mount Forest Pool Replacement 058
- 2. Councillor McCabe, Notice of Motion July 11, 2022 Regular Council Meeting 067

Recommendation:

THAT the Council of the Township of Wellington North name the splash pad at the Mount Forest fairgrounds property the "MacDonald - Schwindt Splash Pad".

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Recreation, Parks and Leisure Committee, July 5, 2022 068

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee meeting held on July 5, 2022.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North direct staff to defer the naming rights associated with the lower leisure hall at the Mount Forest and District Sports Complex until after a naming rights policy is prepared and approved, as recommended by the Recreation, Parks and Leisure Committee.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North direct staff proceed with a competitive process for the roof replacement at the Arthur and Area Community Centre;

AND FURTHER THAT Council direct staff to allocate \$350,000 for this project;

AND FURTHER THAT the Committee recommend Council authorize the Director of Operations, or their designate, to enter an agreement(s) for this project, as recommended by the Recreation, Parks and Leisure Committee.

- b. Mount Forest Aquatics Ad-Hoc Advisory Committee, July 12, 2022 073

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting held on July 12, 2022.

- c. Mount Forest BIA, July 12, 2022 075

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest BIA meeting held on July 12, 2022.

2. PLANNING

- a. Report DC 2022-027, TBM Holdco Ltd. Final Approval, Site Plan Agreement, 555 Perth Street, Mount Forest 077

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2020-027 being a report on the final approval of the TBM HOLDCO LTD. Site Plan Agreement, 555 Perth Street, Mount Forest.

- b. Report DC 2022-028, Cachet Developments (Arthur) Inc., Draft Plan of Subdivision 23T-20200, being comprised of Part Pklt 8 N/S Smith St, Crown Survey Arthur Village, Pt 2, 61R10854, Part Pklt 3 S/S Domville St Survey Crown Arthur Village; Part Pklt 4 S/S Domville St Survey Crown Arthur Village Part 3 60R1199; Part Pklt 6 N/S Smith St Survey Crown Arthur Village; Part Pklt 7 N/S Smith St Survey Crown Arthur Village Part 4 60R1199 & Pt 2 60R3022; Township of Wellington North 088

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-028 being a report on Cachet Developments (Arthur) Inc. Draft Plan of Subdivision 23T-20202, located South of Domville Street and East of Preston Street North in the Village of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North assigns the following street names for Subdivision 23T-18004 (refer to: Draft Approved Plan (Attached):

- Street A – Adelaide Street
- Street B - Colwill Street
- Street C - Day Street
- Street D - Dingman Street
- Street E - Raftis Street

3. BUILDING

- a. Report CBO 2022-07 Building Permit Review Period Ending May 31st, 2022 094

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-07 being the Building Permit Review for the period ending May 31st, 2022.

- b. Report CBO 2022-08 Building Permit Review Period Ending June 30th, 2022 096

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-08 being the Building Permit Review for the period ending June 30th, 2022.

4. FINANCE

- a. Vendor Cheque Register Report, July 15, 2022 098

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated July 15, 2022

5. ADMINISTRATION

- a. Report CLK 2022-017 being a report regarding a petition for a municipal drain 100

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-017 being a report regarding a petition for drainage works under the Drainage Act on Arthur Concession EOSR Div 3 and 4; Pt Lot 3 RP 60R 2771 Pt Part-1 Roll number 23 49 000 009 02500 0000;

AND FURTHER THAT Council approves the request for a municipal drain;
AND FURTHER THAT Council appoints K. Smart & Associates Limited as the engineer and directs them to prepare report pursuant to the Drainage Act.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Recommendation:

THAT all items listed under Items For Consideration on the July 25, 2022 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Recreation, Parks and Leisure Committee
- Wellington North Power

Councillor Burke (Ward 2):

- Mount Forest Aquatic Ad Hoc Advisory Committee
- Lynes Blacksmith Shop Committee
- Wellington North Wellness & Team Building Committee
- Mount Forest Business Improvement Area

Councillor Hern (Ward 3):

- Wellington North Cultural Roundtable
- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce
- Arthur Business Improvement Area
- Arthur BMX/Skateboard Park Advisory Committee
- EarlyON Child and Family Services Committee

Councillor McCabe (Ward 4):

- Recreation, Parks and Leisure Committee
- Arthur BMX/Skateboard Park Advisory Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Arthur Trail Committee

Mayor Lennox:

- Committee of Adjustment
- Wellington North Power
Ex Officio on all committees

BY-LAWS

- | | |
|---|-----|
| a. By-law Number 085-22 being a by-law to establish Business Licensing Regulations related to business licensing in the Township of Wellington North | 106 |
| b. By-law Number 086-22 being a by-law to repeal By-law 075-13 being a by-law to adopt policies and procedures to govern the purchasing of goods and services in the Township of Wellington North | 129 |

Recommendation:

THAT By-law Number 085-22 and 086-22 be read a First, Second and Third time and enacted.

CLOSED MEETING SESSION

The meeting is closed pursuant to Section 239 (2) of the Municipal Act, 2001, specifically:

- (d) labour relations or employee negotiations;
- (b) personal matters about an identifiable individual, including municipal or local board employees;

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at ____:____ p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (d) labour relations or employee negotiations
- (b) personal matters about an identifiable individual, including municipal or local board employees;

1. REPORTS

- Ward Uptigrove Market Check and Workplan
- Verbal report regarding Chief Administrative Officer

2. REVIEW OF CLOSED SESSION MINUTES

- June 27, 2022
- June 29, 2022

3. RISE AND REPORT FROM CLOSED MEETING SESSION

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at ____:____ p.m.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Ward Uptigrove Market Check and Workplan;

AND FURTHER THAT Council approve the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the verbal report regarding Chief Administrative Officer;

AND FURTHER THAT Council approve the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the June 27, 2022 and June 29, 2022 Council Meetings.

CONFIRMING BY-LAW

130

Recommendation:

THAT By-law Number 089-22 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on July 25, 2022 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of July 25 2022 be adjourned at __: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Shop Local Sidewalk Saturday Mount Forest, Main Street Mount Forest	Saturday, August 13, 2022	9:00 a.m. to 2:00 p.m.
Regular Council Meeting – via video conference	Monday, August 15, 2022	2:00 p.m.
Mount Forest Ad Hoc Advisory Committee – Bill Moody Pavilion	Tuesday, August 23, 2022	7:00 p.m.
Regular Council Meeting – via video conference	Monday, August 29, 2022	7:00 p.m.
Recreation, Parks and Leisure Committee	September 6, 2022	4:00 p.m.
Regular Council Meeting – via video conference	Monday, September 12, 2022	2:00 p.m.

The following accessibility services can be made available to residents upon request with two weeks' notice:

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427
- Kitchener location – 1-855-656-3748**

TTY: 1-877-843-0368 Documents in alternate forms CNIB – 1-800-563-2642

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021**

DRAFT

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
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YEAR ENDED DECEMBER 31, 2021

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Township of Wellington North

Opinion

We have audited the accompanying consolidated financial statements of The Corporation of the Township of Wellington North, which comprise the consolidated statement of financial position as at December 31, 2021 and the consolidated statements of operations, change in net financial assets and cash flow for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of Wellington North as at December 31, 2021 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of The Corporation of the Township of Wellington North in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the corporation's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the corporation's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the corporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the corporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the corporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Guelph, Ontario
July 25, 2022

Chartered Professional Accountants
Licensed Public Accountants

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2021

	2021	2020
FINANCIAL ASSETS		
Cash (note 3)	\$ 26,424,290	\$ 21,253,419
Investments	5,010,646	10,646
Taxes receivable	917,700	1,067,803
Trade and other receivables	2,393,130	2,227,323
Long term receivables (note 4)	232,688	177,380
Investment in Wellington North Power Inc. (note 5)	<u>5,935,153</u>	<u>5,477,987</u>
	<u>40,913,607</u>	<u>30,214,558</u>
LIABILITIES		
Accounts payable and accrued liabilities	4,517,624	4,493,625
Deferred revenue (note 6)	4,456,561	2,245,764
Long term debt (note 7)	<u>5,467,909</u>	<u>992,123</u>
	<u>14,442,094</u>	<u>7,731,512</u>
NET FINANCIAL ASSETS	<u>26,471,513</u>	<u>22,483,046</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (schedule 2)	122,459,005	121,569,450
Prepaid expenses	<u>45,898</u>	<u>34,479</u>
	<u>122,504,903</u>	<u>121,603,929</u>
ACCUMULATED SURPLUS (schedule 3)	<u>\$148,976,416</u>	<u>\$144,086,975</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 CONSOLIDATED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2021

	2021 Budget (note 9)	2021 Actual	2020 Actual
REVENUE			
Net taxation/user charges	\$ 8,136,438	\$ 8,193,211	\$ 8,173,959
Fees and service charges	5,709,103	5,814,757	5,623,175
Grants	5,659,183	4,485,143	3,014,429
Other income (note 8)	1,071,791	2,008,923	1,199,603
Obligatory reserve funds revenue recognized (note 6)	<u>0</u>	<u>841,287</u>	<u>687,012</u>
	<u>20,576,515</u>	<u>21,343,321</u>	<u>18,698,178</u>
EXPENSES (schedule 1)			
General government	1,601,991	1,332,596	1,175,458
Protection to persons and property	1,657,452	1,644,585	1,628,781
Transportation services	6,700,543	6,776,594	6,356,632
Environmental services	3,927,999	3,875,368	3,712,593
Health services	133,493	129,239	140,841
Recreation and cultural services	2,496,358	2,075,137	1,909,846
Planning and development	<u>536,371</u>	<u>620,361</u>	<u>664,585</u>
	<u>17,101,183</u>	<u>16,453,880</u>	<u>15,588,736</u>
ANNUAL SURPLUS	<u>3,475,332</u>	<u>\$ 4,889,441</u>	<u>\$ 3,109,442</u>
ACCUMULATED SURPLUS at beginning of year		\$144,086,975	\$140,977,533
Annual surplus		<u>4,889,441</u>	<u>3,109,442</u>
ACCUMULATED SURPLUS at end of year		<u>\$148,976,416</u>	<u>\$144,086,975</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021

	2021 Budget (note 9)	2021 Actual	2020 Actual
Annual surplus	\$ 3,475,332	\$ 4,889,441	\$ 3,109,442
Acquisition of tangible capital assets	(15,116,742)	(6,684,639)	(11,599,265)
Amortization of tangible capital assets	5,214,352	5,484,903	5,214,352
Loss (gain) on disposal of tangible capital assets	(15,000)	113,181	111,686
Proceeds on disposal of tangible capital assets	0	197,000	181,641
	<u>(9,917,390)</u>	<u>(889,555)</u>	<u>(6,091,586)</u>
Change in prepaid expenses	0	(11,419)	(6,631)
(DECREASE) INCREASE IN NET FINANCIAL ASSETS	<u>\$ (6,442,058)</u>	3,988,467	(2,988,775)
NET FINANCIAL ASSETS at beginning of year		<u>22,483,046</u>	<u>25,471,821</u>
NET FINANCIAL ASSETS at end of year		<u>\$ 26,471,513</u>	<u>\$ 22,483,046</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 CONSOLIDATED STATEMENT OF CASH FLOW
 FOR THE YEAR ENDED DECEMBER 31, 2021

	2021	2020
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Annual surplus for the year	\$ 4,889,441	\$ 3,109,442
Items not requiring an outlay of cash		
Amortization	5,484,903	5,214,352
Loss (gain) on disposal of tangible capital assets	113,181	111,686
Share of income of Wellington North Power Inc.	<u>(457,166)</u>	<u>(202,030)</u>
	<u>5,140,918</u>	<u>5,124,008</u>
	<u>10,030,359</u>	<u>8,233,450</u>
Net changes in non-cash working capital		
Taxes receivable	150,103	(62,219)
Trade and other receivables	(165,807)	342,047
Accounts payable and accrued liabilities	23,999	1,267,695
Prepaid expenses	(11,419)	(6,631)
Deferred revenue	<u>2,210,797</u>	<u>339,290</u>
	<u>2,207,673</u>	<u>1,880,182</u>
	<u>12,238,032</u>	<u>10,113,632</u>
CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(6,684,639)	(11,599,265)
Proceeds on disposal of tangible capital assets	<u>197,000</u>	<u>181,641</u>
	<u>(6,487,639)</u>	<u>(11,417,624)</u>
CASH USED IN FINANCING ACTIVITIES		
Net issuance (repayment) of long term debt	<u>4,475,786</u>	<u>(1,407,345)</u>
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		
Increase in investments	(5,000,000)	0
Net change in long term receivables	<u>(55,308)</u>	<u>68,535</u>
	<u>(5,055,308)</u>	<u>68,535</u>
NET INCREASE (DECREASE) IN CASH	5,170,871	(2,642,802)
CASH, beginning of year	<u>21,253,419</u>	<u>23,896,221</u>
CASH, end of year	<u>\$ 26,424,290</u>	<u>\$ 21,253,419</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of The Corporation of the Township of Wellington North are the representation of management prepared in accordance with Canadian public sector accounting standards (PSAS) as established by the Public Sector Accounting Board (PSAB) of CPA Canada. Significant accounting policies adopted by The Corporation of the Township of Wellington North are as follows:

(a) **ACKNOWLEDGEMENT OF RESPONSIBILITY**

The management of The Corporation of the Township of Wellington North acknowledges its responsibility for the creation and compilation of the consolidated financial statements and the following significant accounting policy decisions and related policy notes.

(b) **BASIS OF CONSOLIDATION**

- (i) These consolidated statements reflect the assets, liabilities, revenues and expenses of the current fund, capital fund, reserves and reserve funds of all municipal organizations, committees and boards which are controlled by Council. All interfund assets and liabilities and revenues and expenses have been eliminated on consolidation. The following board has been reflected in the consolidated financial statements:

Mount Forest Business Improvement Area 100%

Government business enterprises and partnerships are separate legal entities which do not rely on the municipality for funding. Investments in government business enterprises are accounted for using the modified equity method. The following government business enterprise is reflected in the consolidated financial statements:

Wellington North Power Inc. 96.71%

- (ii) **Accounting for County and School Board Transactions:**
 The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Wellington are not reflected in the municipal fund balances of these financial statements. Overlevies (underlevies) are reported on the Consolidated Statement of Financial Position as accrued liabilities (other receivables). See note 12.
- (iii) Trust funds and their related operations administered by the municipality are not consolidated, but are reported separately on the Trust Funds Statement of Financial Position and Continuity.

(c) **BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(d) USE OF ESTIMATES

The preparation of financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management's estimates include amortization of tangible capital assets and accrued liabilities. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.

(e) INVESTMENTS

Investments held by the municipality are recorded at cost.

(f) LONG TERM RECEIVABLES

Long term receivables are recorded at cost.

(g) DEFERRED REVENUE

The revenue is reported on the consolidated statement of operations in the year in which it is used for the specified purpose, and any unspent revenue is deferred to the following year.

(h) FINANCIAL INSTRUMENTS

Measurement of financial instruments

The company initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

The company subsequently measures all its financial assets and financial liabilities at amortized cost.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. If an impairment has occurred, the carrying amount of financial assets measured at amortized cost is reduced to the greater of the discounted future cash flows expected or the proceeds that could be realized from the sale of the financial asset. The amount of the write-down is recognized in net earnings. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net earnings.

Transaction costs

The company recognizes its transaction costs in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(i) **NON-FINANCIAL ASSETS**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over its estimated useful life as follows:

Land improvements	30 to 75 years
Buildings	20 to 50 years
Machinery and equipment	5 to 50 years
Vehicles	10 to 20 years
Roads	30 years
Bridges and culverts	50 years
Water and sewer systems	70 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value and are recognized as revenue at the date of receipt.

(iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(j) **POST-EMPLOYMENT BENEFITS**

The contributions to the Ontario Municipal Employees Retirement System ("OMERS"), a multi-employer defined benefit plan, are expensed when contributions are due.

(k) **REVENUE RECOGNITION**

Revenues are recognized as follows:

- (i) Taxation, user charges, and penalties and interest on taxation are recognized as revenue when the amounts are levied on the municipality's ratepayers.
- (ii) Other fines and penalties, and donations are recognized when collected.
- (iii) Fees and services charges, and other income are recorded upon sale of goods or provision of service when collection is reasonably assured.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(k) REVENUE RECOGNITION (continued)

- (iv) Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur providing the transfers are authorized, eligibility criteria have been met and reasonable estimates of the amounts can be made.
- (v) Revenue restricted by legislation, regulation or agreement and not available for general municipal purposes, such as grants, is reported as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specified purpose.

2. FINANCIAL INSTRUMENTS

Unless otherwise noted, it is management's opinion that the corporation is not exposed to significant interest, credit, currency, liquidity, or other price risks arising from its financial instruments.

The extent of the corporation's exposure to these risks did not change in 2021 compared to the previous period.

The corporation does not have a significant exposure to any individual customer or counterpart.

3. CASH

The Township of Wellington North has an undrawn credit facility of \$1,000,000 for operating purposes.

The municipality's deposits are held with a Canadian Chartered Bank. The Canadian Deposit Insurance Corporation insures deposits up to a maximum of \$100,000 per depositor.

4. LONG TERM RECEIVABLES

	2021	2020
Sewer loans, 6%, various repayment amounts, due from 2022 to 2023	\$ 13,504	\$ 17,504
VTB mortgage, no interest, annual payments of \$20,000, due 2023	40,000	60,000
Arthur BIA, 2.45% interest on \$102,000 principal with no interest on the balance, equal instalments from 2022 to 2031	107,000	10,000
Tile drainage loans, 6%, various repayments, due from 2022 to 2028	<u>72,184</u>	<u>89,876</u>
	<u>\$ 232,688</u>	<u>\$ 177,380</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2021

5. INVESTMENT IN WELLINGTON NORTH POWER INC.

Wellington North Power Inc. is a corporation incorporated under the laws of the Province of Ontario and provides municipal electrical services. The Corporation of the Township of Wellington North owns 96.71% of the outstanding shares of Wellington North Power Inc.

The following summarizes the financial position and operations of the government business enterprise which has been reported in these financial statements using the modified equity method:

	2021	2020
Investment in common shares	\$ 1,585,016	\$ 1,585,016
Note receivable on demand, interest at 4.54%	985,016	985,016
Share of accumulated net income	<u>3,365,121</u>	<u>2,907,955</u>
	<u>\$ 5,935,153</u>	<u>\$ 5,477,987</u>

During 2021, The Corporation of the Township of Wellington North received interest of \$44,720 (2020 - \$44,720), grants of \$0 (2020 - \$40,275) and dividends of \$0 (2020 - \$0) from Wellington North Power Inc. The municipality paid service fees of \$102,740 (2020 - \$101,174) and other expenses of \$44,480 (2020 - \$9,173) to Wellington North Power Inc.

The following is selected financial information from the December 31, 2021 audited financial statements of Wellington North Power Inc.

	2021	2020
Assets	<u>\$ 15,971,612</u>	<u>\$ 15,891,570</u>
Liabilities	\$ 10,528,191	\$ 10,388,343
Equity	5,437,520	4,862,301
Regulatory balances	<u>5,901</u>	<u>640,926</u>
	<u>\$ 15,971,612</u>	<u>\$ 15,891,570</u>
Revenues	\$ 14,716,870	\$ 15,372,745
Expenses	<u>14,141,651</u>	<u>15,158,878</u>
Net income for the year	<u>\$ 575,219</u>	<u>\$ 213,867</u>

6. DEFERRED REVENUE

	DEC 31/20	CONTRI- BUTIONS RECEIVED	INVEST- MENT INCOME	REVENUE RECOGNIZED	DEC 31/21
OBLIGATORY RESERVE FUNDS					
Development charges	\$ 1,467,876	\$ 2,138,447	\$ 9,018	\$ (788,596)	\$ 2,826,745
Recreational land	239,815	107,000	1,473	(52,691)	295,597
Gas tax	<u>431,115</u>	<u>741,096</u>	<u>2,649</u>	<u>0</u>	<u>1,174,860</u>
	2,138,806	2,986,543	13,140	(841,287)	4,297,202
OTHER	<u>106,958</u>	<u>209,318</u>	<u>0</u>	<u>(156,917)</u>	<u>159,359</u>
	<u>\$ 2,245,764</u>	<u>\$ 3,195,861</u>	<u>\$ 13,140</u>	<u>\$ (998,204)</u>	<u>\$ 4,456,561</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2021

7. LONG TERM DEBT

The balance of long term debt on the Consolidated Statement of Financial Position is made up of the following:

	2021	2020
Tile drainage loans payable, 6%, due from 2022 to 2028	\$ 72,184	\$ 89,876
Debenture payable, 5.84%, payable \$128,114 semi-annually, principal and interest, due August 2024	695,746	902,247
Debenture payable, 3.65%, payable \$282,626 semi-annually, principal and interest, due July 2031	<u>4,699,979</u>	<u>0</u>
	<u>\$ 5,467,909</u>	<u>\$ 992,123</u>

Principal repayments, in aggregate, are due as follows:

2022	\$ 628,046
2023	652,204
2024	681,320
2025	452,643
2026	469,362
Thereafter	<u>2,584,334</u>
	<u>\$ 5,467,909</u>

8. OTHER INCOME

	2021 Budget (note 9)	2021 Actual	2020 Actual
Penalties and interest on taxation	\$ 150,000	\$ 153,914	\$ 158,264
Miscellaneous	38,900	163,933	49,829
Other fines and penalties	1,250	2,899	1,928
Investment income (note 5)	172,000	205,392	316,945
Rents, concessions and franchises	586,068	908,755	559,608
Donations	104,473	228,045	22,685
Gain (loss) on disposal of tangible capital assets	15,000	(113,181)	(111,686)
Developer contributions	4,100	2,000	0
Government business enterprise (note 5)	<u>0</u>	<u>457,166</u>	<u>202,030</u>
	<u>\$ 1,071,791</u>	<u>\$ 2,008,923</u>	<u>\$ 1,199,603</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

9. BUDGET AMOUNTS

The budget figures are presented for comparison purposes as prepared and approved by Council, reclassified to confirm to the current financial statement presentation. The budgeted figures are prepared on the cash basis of accounting and have been restated to confirm to the accrual basis of accounting on which the actual figures are reported. The following chart reconciles the approved budget with the budget figures as presented in these consolidated financial statements:

Revenue	
Approved Budget	\$ 32,946,177
Transfer from reserve funds, net	(7,873,069)
Prior year carried forward	<u>(4,496,593)</u>
Total revenues	<u>20,576,515</u>
Expenses	
Approved Budget	32,946,177
Acquisition of tangible capital assets	(15,116,742)
Debt principal repayments	(934,166)
Amortization	5,214,352
Contribution to Operating from Capital Fund, Reserves and Reserve Funds	<u>(5,008,438)</u>
Total expenses	<u>17,101,183</u>
Annual surplus	<u>\$ 3,475,332</u>

10. PENSION AGREEMENTS

The municipality makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of 44 (2020 - 41) members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement entitlement to be received by the employees based on the length of service and rates of pay. Employees and employers contribute jointly to the plan. The employer amount contributed to OMERS for 2021 by the municipality was \$274,322 (2020 - \$278,881). The contribution rate for 2021 was 9.0% to 14.6%, depending on age and income level, which is consistent with the previous year. OMERS is a multi-employer plan, therefore any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the municipality does not recognize any share of the OMERS pension surplus or deficit. The last available report for the OMERS plan was December 31, 2021. At that time, the plan reported a \$3.1 billion actuarial deficit (2020 - \$3.2 billion actuarial deficit), based on accrued pension obligations of \$119.3 billion (2020 - \$111.8 billion) and net assets available for benefits of \$120.9 billion (2020 - \$105.6 billion).

11. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF WELLINGTON

During the year, the following taxation revenue was raised and remitted to the school boards and County of Wellington:

	2021	2020
School Boards	\$ 3,679,539	\$ 3,942,140
County of Wellington	<u>10,640,318</u>	<u>10,452,892</u>
	<u>\$ 14,319,857</u>	<u>\$ 14,395,032</u>

12. TRUST FUNDS

The trust funds administered by the municipality amounting to \$370,841 (2020 - \$353,381) have not been included in the statement of financial position, nor have the operations been included in the statement of operations.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

13. SEGMENTED INFORMATION

The Corporation of the Township of Wellington North is a diversified municipal government institution that provides a wide range of services to its residents such as fire, sewer, water, recreational and planning. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

This segment relates to the governance and operations of the municipality itself and cannot be directly attributed to another specific segment.

Protection to Persons and Property

Protection is comprised of fire protection, conservation authority, emergency measures, animal control and building and structural inspection. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers. The building department provides a number of services including maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Transportation Services

Transportation services is responsible for construction and maintenance of the municipality's roadways, bridges, parking areas and streetlights.

Environmental Services

This segment provides the municipality's drinking water, processes and cleans sewage and ensures the municipality's water system meet all provincial standards.

Health Services

Health services includes contributions to the operations of local cemeteries.

Recreation and Cultural Services

This segment provides services meant to improve the health and development of the municipality's residents. The municipality operates and maintains parks, arenas, swimming pools and community centres. The municipality also provides recreational programs.

Planning and Development

This segment is responsible for planning and zoning, including the official plan. This service area also includes tourist information and promotion, economic development, business improvement area and drainage.

14. MATERIAL UNCERTAINTY DUE TO THE NOVEL CORONAVIRUS (COVID-19)

During the year and subsequent to year end, the Novel Coronavirus (COVID-19) significantly impacted the economy in Canada and globally. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of business disruption and the related financial impact cannot be reasonably estimated at this time. This may impact the timing and amounts realized on the corporation's assets and its future ability to deliver all services.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 SCHEDULE OF SEGMENTED DISCLOSURE
 FOR THE YEAR ENDED DECEMBER 31, 2021

Schedule 1

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Recreation and Cultural Services	Planning and Development	2021	2020
EXPENSES									
Salaries and benefits	\$ 533,536	\$ 679,633	\$ 1,483,977	\$ 675,673	\$ 32,663	\$ 742,420	\$ 94,142	\$ 4,242,044	\$ 4,101,279
Materials	398,744	535,225	1,607,183	1,148,251	90,452	779,927	319,545	4,879,327	4,807,266
Contracted services	193,515	72,682	109,104	721,036	2,877	146,456	206,674	1,452,344	1,133,263
Rents and financial expenses	97,637	0	0	0	0	0	0	97,637	89,288
Interest on long term debt	0	0	0	128,765	0	0	0	128,765	81,422
Amortization	107,786	189,563	3,576,330	1,201,643	3,247	406,334	0	5,484,903	5,214,352
Other	<u>1,378</u>	<u>167,482</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>168,860</u>	<u>161,866</u>
	<u>\$ 1,332,596</u>	<u>\$ 1,644,585</u>	<u>\$ 6,776,594</u>	<u>\$ 3,875,368</u>	<u>\$ 129,239</u>	<u>\$ 2,075,137</u>	<u>\$ 620,361</u>	<u>\$ 16,453,880</u>	<u>\$ 15,588,736</u>

See notes to the consolidated financial statements

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
 FOR THE YEAR ENDED DECEMBER 31, 2021

Schedule 2

	Land and Land Improvements	Buildings	Machinery and Equipment	Vehicles	Roads	Bridges and Culverts	Water and Sewer Systems	2021	2020
COST									
Balance, beginning of year	\$ 5,335,361	\$ 19,405,438	\$ 33,599,345	\$ 9,051,247	\$ 144,162,481	\$ 8,402,367	\$ 41,646,688	\$ 261,602,927	\$ 251,061,335
Additions during the year	224,832	1,169,189	846,214	192,616	3,537,538	112,089	602,161	6,684,639	11,599,265
Disposals during the year	<u>0</u>	<u>(473,761)</u>	<u>(79,086)</u>	<u>(6,650)</u>	<u>(259,066)</u>	<u>0</u>	<u>(198,476)</u>	<u>(1,017,039)</u>	<u>(1,057,673)</u>
Balance, end of year	<u>5,560,193</u>	<u>20,100,866</u>	<u>34,366,473</u>	<u>9,237,213</u>	<u>147,440,953</u>	<u>8,514,456</u>	<u>42,050,373</u>	<u>267,270,527</u>	<u>261,602,927</u>
ACCUMULATED AMORTIZATION									
Balance, beginning of year	631,181	7,888,656	12,685,568	4,019,775	99,929,281	3,413,211	11,465,806	140,033,477	135,583,471
Amortization for the year	28,669	414,228	488,914	506,514	2,947,066	211,380	887,332	5,484,903	5,214,352
Accumulated amortization on disposals	<u>0</u>	<u>(282,191)</u>	<u>(79,086)</u>	<u>(3,800)</u>	<u>(259,066)</u>	<u>0</u>	<u>(82,715)</u>	<u>(706,858)</u>	<u>(764,346)</u>
Balance, end of year	<u>659,850</u>	<u>8,020,693</u>	<u>13,095,396</u>	<u>4,522,489</u>	<u>102,617,281</u>	<u>3,624,591</u>	<u>12,270,423</u>	<u>144,811,522</u>	<u>140,033,477</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS									
	<u>\$ 4,900,343</u>	<u>\$ 12,080,173</u>	<u>\$ 21,271,077</u>	<u>\$ 4,714,724</u>	<u>\$ 46,822,873</u>	<u>\$ 4,889,865</u>	<u>\$ 29,779,950</u>	<u>\$ 122,459,005</u>	<u>\$ 121,569,450</u>

The net book value of tangible capital assets not being amortized because they are under construction (or development or have been removed from service) is \$1,372,280 (2020 - \$10,642,470).

No contributed capital assets were recognized in the financial statements during the year.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

SCHEDULE OF ACCUMULATED SURPLUS

Schedule 3

AS AT DECEMBER 31, 2021

	2021	2020
SURPLUSES		
Invested in tangible capital assets		
Tangible capital assets at cost less amortization	\$ 122,459,005	\$ 121,569,450
Unexpended capital financing	5,477,738	2,457,521
Capital assets financed by long term debt and to be funded in future periods	<u>(695,746)</u>	<u>(902,247)</u>
	127,240,997	123,124,724
General surplus	474,320	0
Investment in Wellington North Power Inc.	5,935,153	5,477,987
Recreation, community centres and arenas	5,390	9,494
Business improvement areas	62,733	56,132
Other	<u>19,226</u>	<u>20,422</u>
	<u>133,737,819</u>	<u>128,688,759</u>
RESERVE FUNDS		
Capital purposes	<u>13,230,936</u>	<u>13,524,106</u>
RESERVES		
Working funds	1,460,095	1,449,544
Current purposes	539,926	421,926
Capital purposes	<u>7,640</u>	<u>2,640</u>
	<u>2,007,661</u>	<u>1,874,110</u>
	<u>\$ 148,976,416</u>	<u>\$ 144,086,975</u>

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Township of Wellington North

Opinion

We have audited the accompanying financial statements of The Corporation of the Township of Wellington North trust funds, which comprise the statement of financial position as at December 31, 2021 and the statement of continuity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, these financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of Wellington North trust funds as at December 31, 2021 and the results of their operations for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Corporation of the Township of Wellington North in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the trust funds' ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the trust funds or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the trust funds' financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the trust funds' internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the trust funds' ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the trust funds to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Guelph, Ontario
July 25, 2022

Chartered Professional Accountants
Licensed Public Accountants

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH - TRUST FUNDS
 STATEMENTS OF FINANCIAL POSITION AND CONTINUITY
 AS AT DECEMBER 31, 2021

	Subdividers	Cemetery Care and Maintenance	History Books	2021	2020
STATEMENT OF FINANCIAL POSITION					
Assets					
Cash	\$ 2,529	\$ 320,778	\$ 8,443	\$ 331,750	\$ 279,040
Investments (note 2)	0	40,147	0	40,147	69,612
Due from Township	0	0	0	0	5,479
	<u>\$ 2,529</u>	<u>\$ 360,925</u>	<u>\$ 8,443</u>	<u>\$ 371,897</u>	<u>\$ 354,131</u>
Liabilities					
Due to Township	\$ 0	\$ 306	\$ 0	\$ 306	\$ 0
Prepaid plots	0	750	0	750	750
	<u>0</u>	<u>1,056</u>	<u>0</u>	<u>1,056</u>	<u>750</u>
Fund balance	<u>2,529</u>	<u>359,869</u>	<u>8,443</u>	<u>370,841</u>	<u>353,381</u>
	<u>\$ 2,529</u>	<u>\$ 360,925</u>	<u>\$ 8,443</u>	<u>\$ 371,897</u>	<u>\$ 354,131</u>
STATEMENT OF CONTINUITY					
Fund balance, beginning of year	<u>\$ 2,515</u>	<u>\$ 342,469</u>	<u>\$ 8,397</u>	<u>\$ 353,381</u>	<u>\$ 348,127</u>
Receipts					
Interest earned	\$ 14	\$ 1,881	\$ 46	\$ 1,941	\$ 3,434
Share of plot sales	0	14,995	0	14,995	4,425
Monument fees	0	1,900	0	1,900	725
Miscellaneous	0	505	0	505	0
	<u>14</u>	<u>19,281</u>	<u>46</u>	<u>19,341</u>	<u>8,584</u>
Disbursements					
Transfer to municipality	0	1,881	0	1,881	3,330
Fund balance, end of year	<u>\$ 2,529</u>	<u>\$ 359,869</u>	<u>\$ 8,443</u>	<u>\$ 370,841</u>	<u>\$ 353,381</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH - TRUST FUNDS
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the trust funds of The Corporation of the Township of North Wellington are the representation of management prepared in accordance with accounting policies prescribed for Ontario municipalities by the Ministry of Municipal Affairs and Housing and Canadian public sector accounting standards. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) **BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

2. INVESTMENTS

Total investments of \$40,147 (2020 - \$69,612) reported on the statement of financial position at cost have a market value of \$38,346 (2020 - \$67,990).

DRAFT



Township of Wellington North 2021 Financial Statements


Presented by Murray Short



1

AGENDA

- Audit Overview
- Audit Report
- Financial Statements
- Next Steps



2

Audit Overview

- Final materiality = \$1,030,000
- No change in key audit areas, risks or planned procedures since communicated in Pre-Audit Communication Letter
- No significant internal control deficiencies to communicate
- No known independence issues
- 13 adjusting entry identified and communicated
 - 3 entries for tangible capital assets
 - 4 entries for reserve activities
- Three unadjusted differences identified and communicated



3

Audit Report

- The financial statements present fairly, in all material respects, the financial position, result of operations and cash flows of the Township of Wellington North in accordance with Canadian public sector accounting standards
- Audit conducted in accordance with Canadian generally accepted auditing standards



4

Statement of Financial Position

- The Statement of Financial Position (similar to a Balance Sheet for non-public entities) is a snapshot of the municipality's assets, liabilities and accumulated surplus at a point in time
- Key areas:
 - Cash equivalents
 - Taxes receivable
 - Long term debt
 - Tangible capital assets
 - Accumulated surplus



5

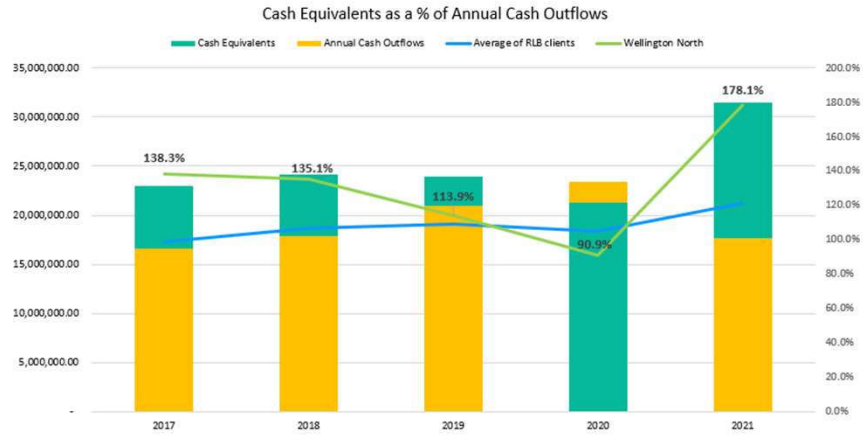
Statement of Financial Position

	2021	2020
FINANCIAL ASSETS		
Cash (note 3)	\$ 26,424,290	\$ 21,253,419
Investments	5,010,646	10,646
Taxes receivable	917,700	1,067,803
Trade and other receivables	2,393,130	2,227,323
Long term receivables (note 4)	232,688	177,380
Investment in Wellington North Power Inc. (note 5)	5,935,153	5,477,987
	<u>40,913,607</u>	<u>30,214,558</u>
LIABILITIES		
Accounts payable and accrued liabilities	4,517,624	4,493,625
Deferred revenue (note 6)	4,456,561	2,245,764
Long term debt (note 7)	5,467,909	992,123
	<u>14,442,094</u>	<u>7,731,512</u>
NET FINANCIAL ASSETS	<u>26,471,513</u>	<u>22,483,046</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (schedule 2)	122,459,005	121,569,450
Prepaid expenses	45,898	34,479
	<u>122,504,903</u>	<u>121,603,929</u>
ACCUMULATED SURPLUS (schedule 3)	<u>\$148,976,416</u>	<u>\$144,086,975</u>



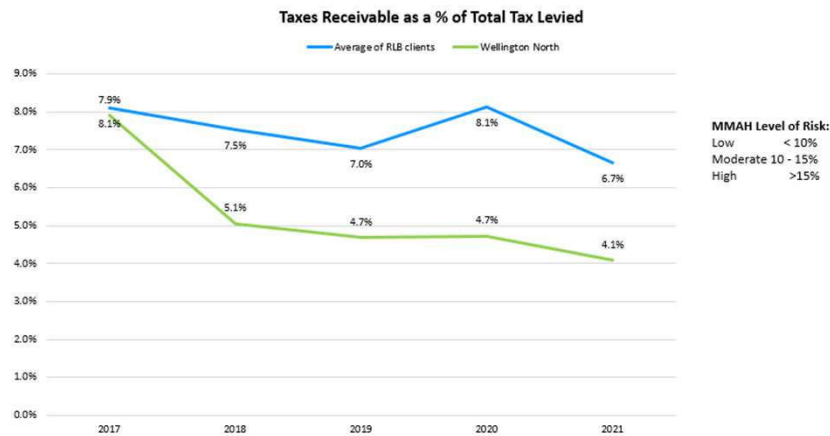
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Cash Equivalents



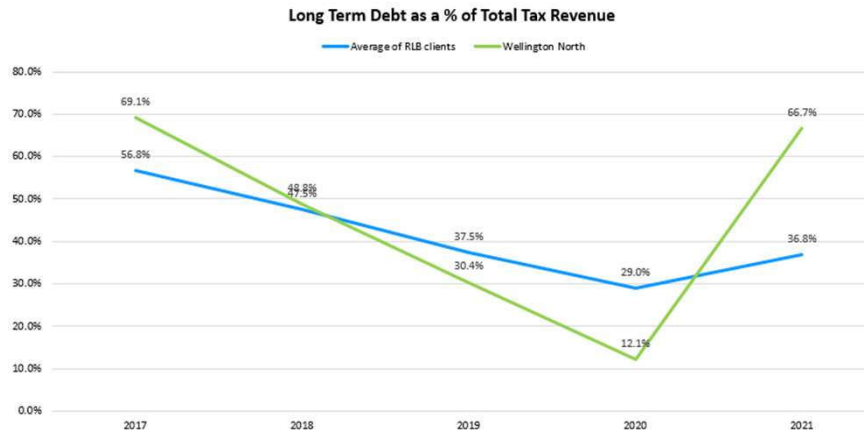
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Taxes Receivable



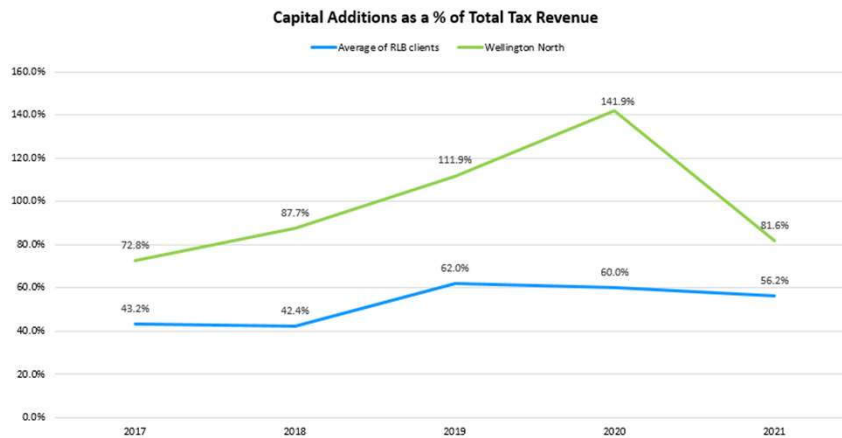
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Long Term Debt

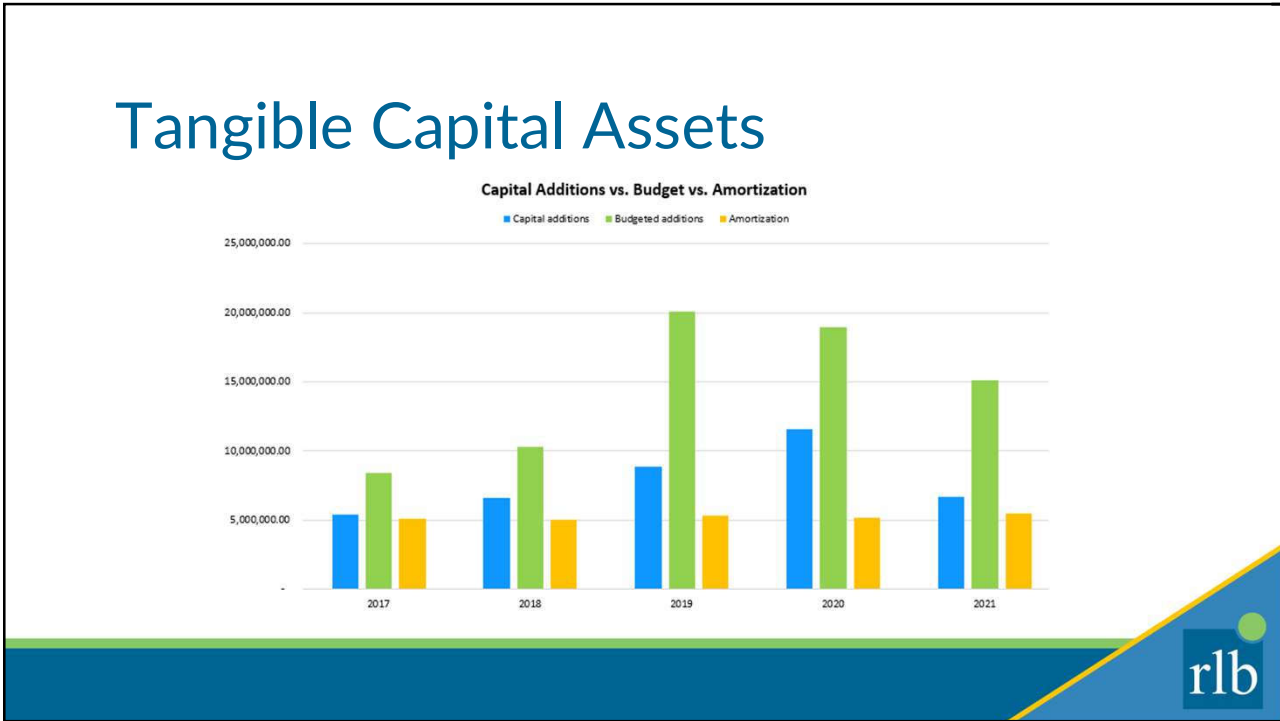


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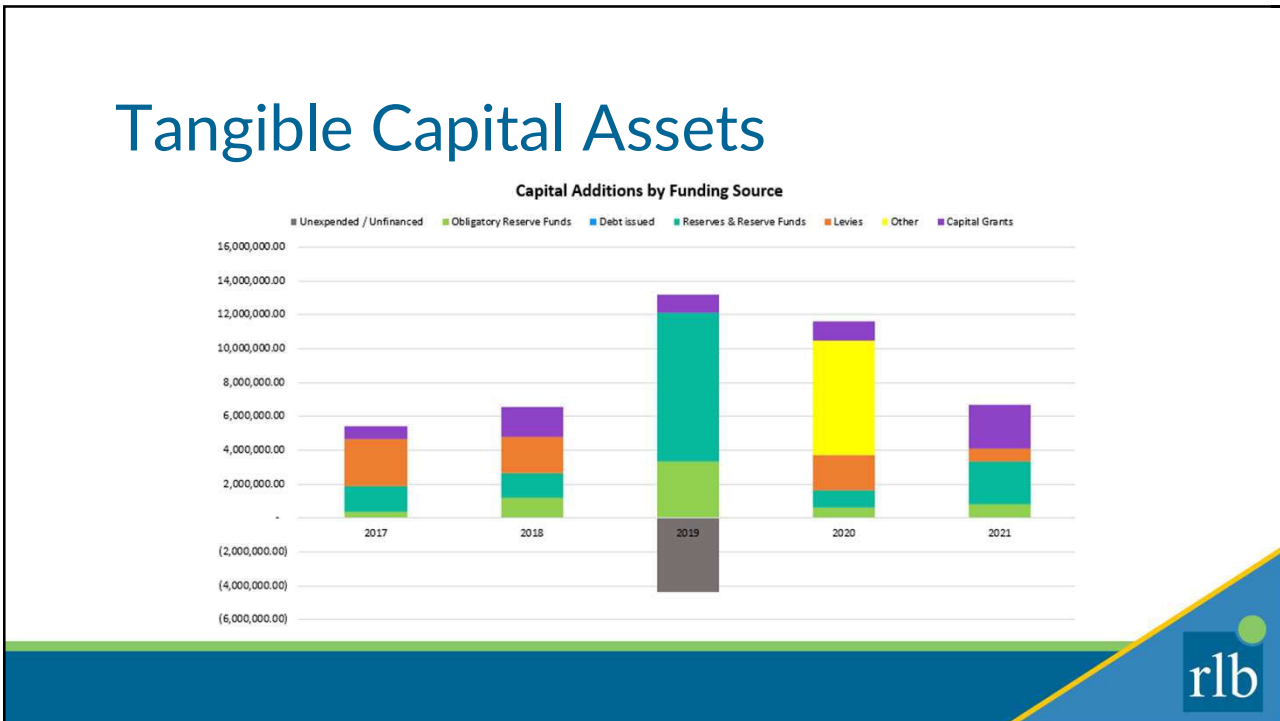
Tangible Capital Assets



10



11



12

Statement of Operations

- The Statement of Operations reports the revenues less expenses resulting in the annual surplus of the municipality
- Key areas:
 - Budget vs. actual results
 - Expenditures by department
 - Annual surplus
 - Accumulated surplus



13

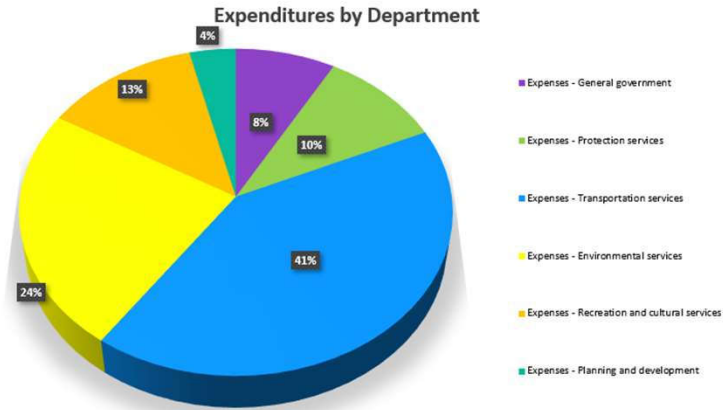
Statement of Operations

	2021 Budget (note 9)	2021 Actual	2020 Actual
REVENUE			
Net taxation/user charges	\$ 8,136,438	\$ 8,193,211	\$ 8,173,959
Fees and service charges	5,709,103	5,814,757	5,623,175
Grants	5,659,183	4,485,143	3,014,429
Other income (note 8)	1,071,791	2,008,923	1,199,603
Obligatory reserve funds revenue recognized (note 6)	<u>0</u>	<u>841,287</u>	<u>687,012</u>
	<u>20,576,515</u>	<u>21,343,321</u>	<u>18,698,178</u>
EXPENSES (schedule 1)			
General government	1,601,991	1,332,596	1,175,458
Protection to persons and property	1,654,452	1,644,585	1,628,781
Transportation services	6,700,543	6,776,594	6,356,632
Environmental services	3,927,969	3,875,368	3,712,593
Health services	133,499	129,239	140,841
Recreation and cultural services	2,496,358	2,075,137	1,909,846
Planning and development	<u>586,371</u>	<u>620,361</u>	<u>664,585</u>
	<u>17,101,183</u>	<u>16,453,880</u>	<u>15,588,736</u>
ANNUAL SURPLUS	\$ 3,475,332	\$ 4,889,441	\$ 3,109,442
ACCUMULATED SURPLUS at beginning of year		\$144,086,975	\$140,977,533
Annual surplus		<u>4,889,441</u>	<u>3,109,442</u>
ACCUMULATED SURPLUS at end of year		\$148,976,416	\$144,086,975



14

Expenditures by Department



15

Expenditures by Department

	2017	2018	2019	2020	2021
Expenses - General government	11.2%	10.3%	10.8%	7.5%	8.1%
Expenses - Protection services	9.0%	10.5%	9.6%	10.4%	10.0%
Expenses - Transportation services	41.1%	41.3%	41.4%	40.8%	41.2%
Expenses - Environmental services	22.0%	22.1%	22.1%	23.8%	23.6%
Expenses - Recreation and cultural services	14.5%	13.1%	12.9%	12.3%	12.6%
Expenses - Planning and development	1.9%	2.4%	2.7%	4.3%	3.8%



16

Statement of Changes in Net Financial Assets

- The Statement of Changes in Net Financial Assets reconciles the annual surplus to the change in net financial assets, removing the activity of the non-financial assets



17

Statement of Changes in Net Financial Assets

	2021 Budget (note 9)	2021 Actual	2020 Actual
Annual surplus	\$ 3,475,332	\$ 4,889,441	\$ 3,109,442
Acquisition of tangible capital assets	(15,116,742)	(6,684,639)	(11,599,265)
Amortization of tangible capital assets	5,214,352	5,484,903	5,214,352
Loss (gain) on disposal of tangible capital assets	(15,000)	113,181	111,686
Proceeds on disposal of tangible capital assets	<u>0</u>	<u>197,000</u>	<u>181,641</u>
	<u>(9,917,390)</u>	<u>(889,555)</u>	<u>(6,091,586)</u>
Change in prepaid expenses	<u>0</u>	<u>(11,419)</u>	<u>(6,631)</u>
(DECREASE) INCREASE IN NET FINANCIAL ASSETS	\$ (6,442,058)	3,988,467	(2,988,775)
NET FINANCIAL ASSETS at beginning of year		<u>22,483,046</u>	<u>25,471,821</u>
NET FINANCIAL ASSETS at end of year		\$ 26,471,513	\$ 22,483,046



18

Statement of Cash Flows

- The Statement of Cash Flows breaks down the change in cash equivalents through the year between operating and capital sources



19

Statement of Cash Flows

	2021	2020
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Annual surplus for the year	\$ 4,889,441	\$ 3,109,442
Items not requiring an outlay of cash		
Amortization	5,484,903	5,214,352
Loss (gain) on disposal of tangible capital assets	113,181	111,686
Share of income of Wellington North Power Inc.	<u>(457,166)</u>	<u>(202,030)</u>
	5,140,918	5,124,008
	<u>10,030,359</u>	<u>8,233,450</u>
Net changes in non-cash working capital		
Taxes receivable	150,103	(62,219)
Trade and other receivables	(165,807)	342,047
Accounts payable and accrued liabilities	23,999	1,267,695
Prepaid expenses	(11,419)	(6,631)
Deferred revenue	<u>2,210,797</u>	<u>339,290</u>
	<u>2,207,673</u>	<u>1,880,182</u>
	<u>12,238,032</u>	<u>10,113,632</u>
CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(6,684,639)	(11,599,265)
Proceeds on disposal of tangible capital assets	<u>197,000</u>	<u>181,641</u>
	<u>(6,487,639)</u>	<u>(11,417,624)</u>
CASH USED IN FINANCING ACTIVITIES		
Net issuance (repayment) of long term debt	<u>4,475,786</u>	<u>(1,407,345)</u>
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		
Increase in investments	(5,000,000)	0
Net change in long term receivables	<u>(55,308)</u>	<u>68,535</u>
	<u>(5,055,308)</u>	<u>68,535</u>
NET INCREASE (DECREASE) IN CASH	5,170,871	(2,642,802)
CASH, beginning of year	<u>21,253,419</u>	<u>23,896,221</u>
CASH, end of year	<u>\$ 26,424,290</u>	<u>\$ 21,253,419</u>



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Schedule of Accumulated Surplus

- The Schedule of Accumulated Surplus (Schedule 3) shows the various sources of the accumulated surplus, including reserves
- Reserves shown are amounts set aside by the municipality for specific purposes



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Schedule of Accumulated Surplus

	2021	2020
SURPLUSES		
Invested in tangible capital assets		
Tangible capital assets at cost less amortization	\$ 122,459,005	\$ 121,569,450
Unexpended capital financing	5,477,738	2,457,521
Capital assets financed by long term debt and to be funded in future periods	<u>(695,746)</u>	<u>(902,247)</u>
	127,240,997	123,124,724
General surplus	474,320	0
Investment in Wellington North Power Inc.	5,935,153	5,477,987
Recreation, community centres and arenas	5,390	9,494
Business improvement areas	62,733	56,132
Other	<u>19,226</u>	<u>20,422</u>
	<u>133,737,819</u>	<u>128,688,759</u>
RESERVE FUNDS		
Capital purposes	<u>13,230,936</u>	<u>13,524,106</u>
RESERVES		
Working funds	1,460,095	1,449,544
Current purposes	539,926	421,926
Capital purposes	<u>7,640</u>	<u>2,640</u>
	<u>2,007,661</u>	<u>1,874,110</u>
	<u>\$ 148,976,416</u>	<u>\$ 144,086,975</u>



22

Deferred Revenue

- The deferred revenue note reconciles the activity within obligatory reserve funds and other deferred items
- Deferred revenue is revenue received that has not yet been spent
- Obligatory reserve funds are deferred revenue that the municipality is required by law, regulation or the funding agreement that a reserve fund be utilized

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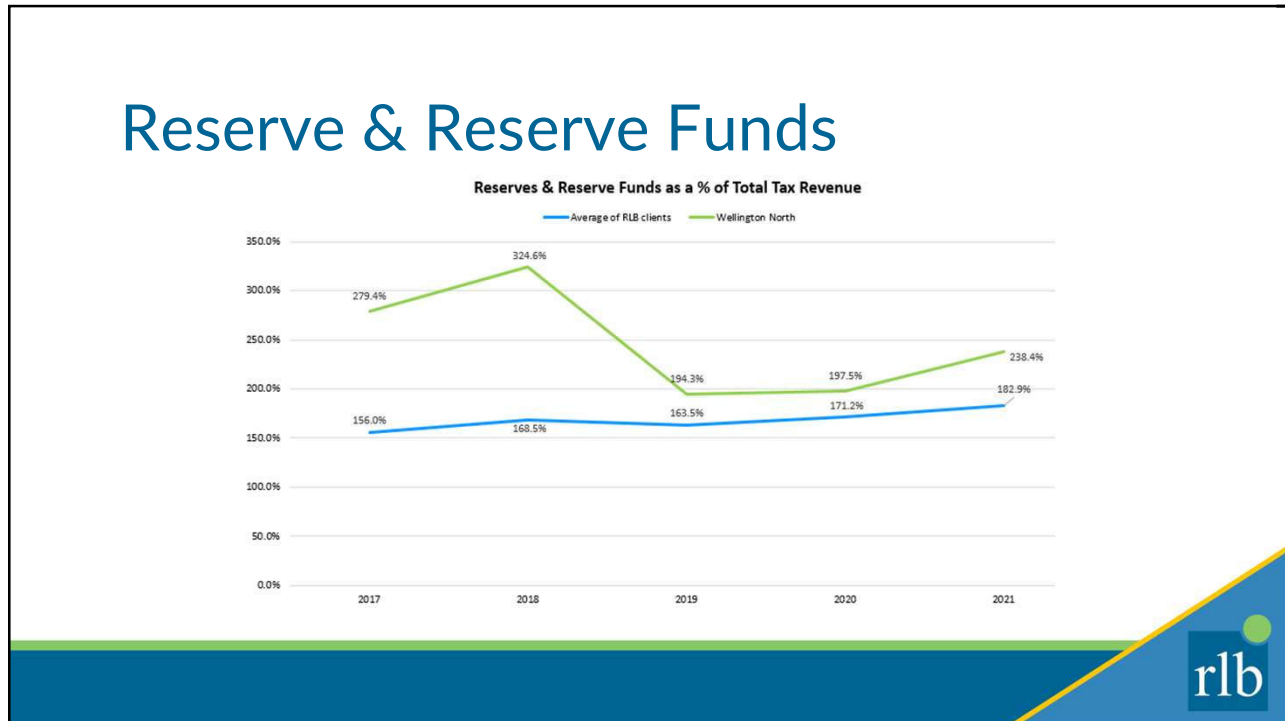
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Deferred Revenue

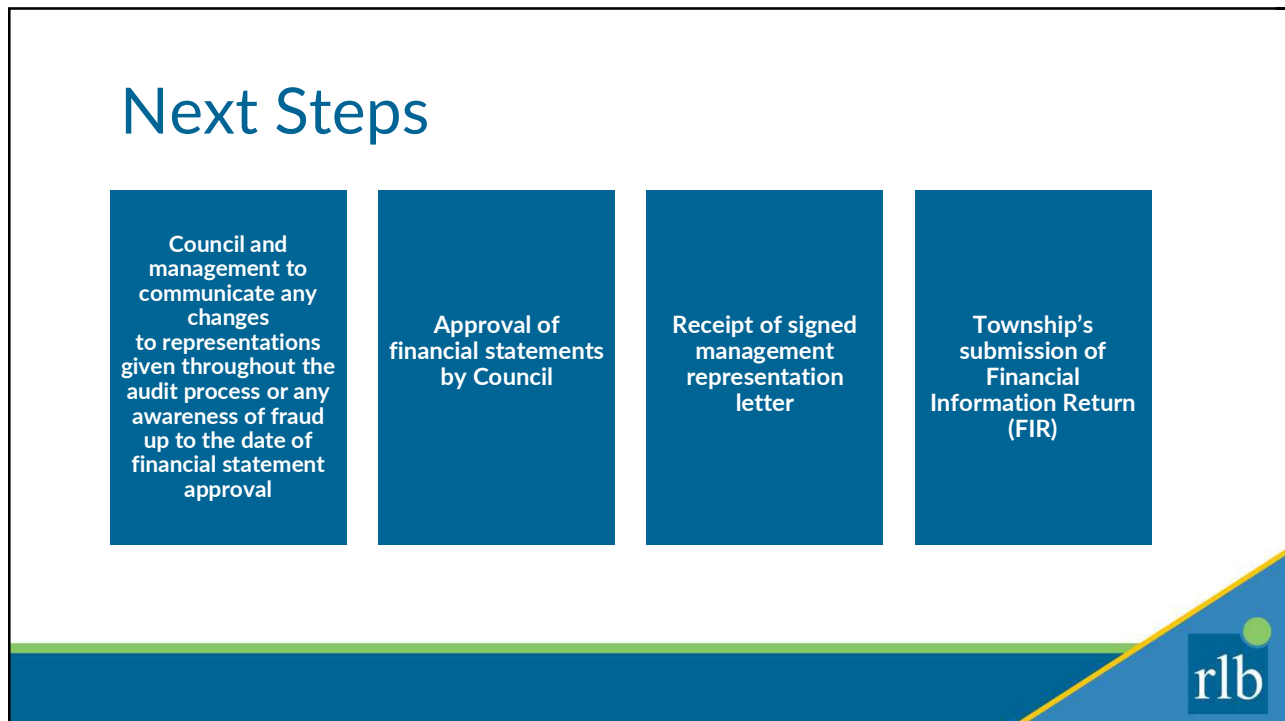
DEFERRED REVENUE					
	DEC 31/20	CONTRI- BUTIONS RECEIVED	INVEST- MENT INCOME	REVENUE RECOGNIZED	DEC 31/21
OBLIGATORY RESERVE FUNDS					
Development charges	\$ 1,467,876	\$ 2,138,447	\$ 9,018	\$ (788,596)	\$ 2,826,745
Recreational land	239,815	107,000	1,473	(52,691)	295,597
Gas tax	<u>431,115</u>	<u>741,096</u>	<u>2,649</u>	<u>0</u>	<u>1,174,860</u>
	2,138,806	2,986,543	13,140	(841,287)	4,297,202
OTHER	<u>106,958</u>	<u>209,318</u>	<u>0</u>	<u>(156,917)</u>	<u>159,359</u>
	<u>\$ 2,245,764</u>	<u>\$ 3,195,861</u>	<u>\$ 13,140</u>	<u>\$ (998,204)</u>	<u>\$ 4,456,561</u>

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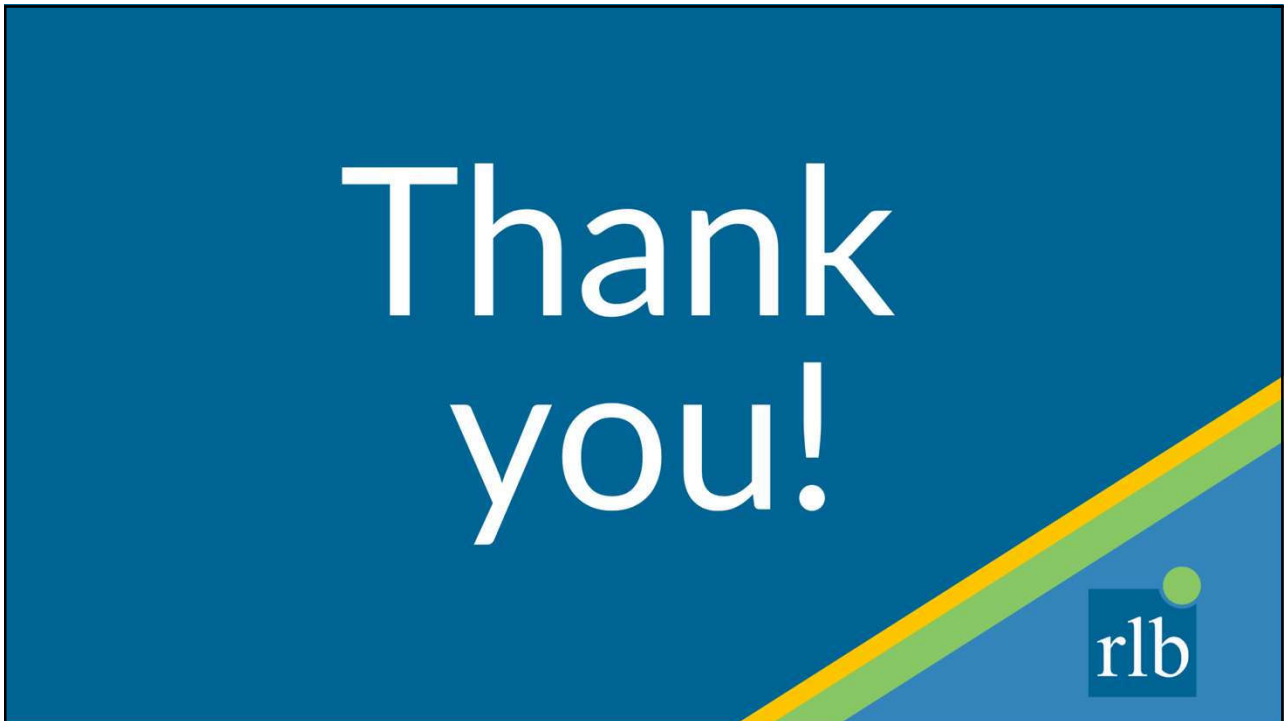
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**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 087-22

BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Sections 34 and 36 of The Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. THAT Schedule 'A' Map 1 to By-law 66-01 is amended by changing the zoning on lands legally described as Part Lot 13, Division 2 to 4 EOSR RP;60R1463 Part 1 as shown on Schedule "A" attached to and forming part of this By-law from:

Site specific Agricultural (A-1) to Agricultural Commercial (AC)

2. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

READ A FIRST, SECOND THIRD TIME THIS 25TH DAY OF JULY, 2022.

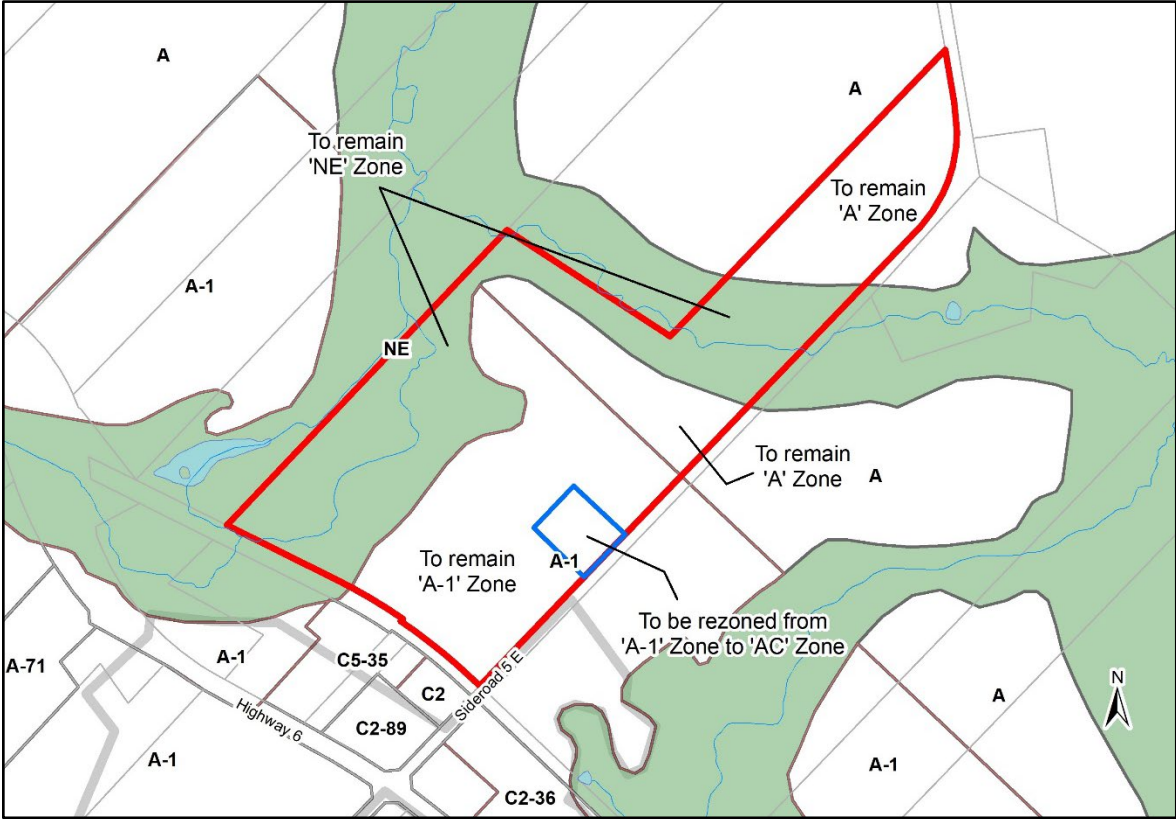
ANDREW LENNOX MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 087-22

Schedule "A"



Passed this 25th day of July, 2022

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 087-22

THE LOCATION OF THE SUBJECT LANDS

The subject property is legally described as Part Lot 13, Division 2 to 4 EOSR RP 60R1463 Part 1. The subject lands are 36.16 ha (89.3 ac) in size and are currently zoned Agriculture (A), Site Specific Agriculture (A-1) and Natural Environment (NE).

THE PURPOSE AND EFFECT of the amendment is to rezone 1 ha (2.47 ac) of the subject lands from Site Specific Agriculture (A-1) to Agricultural Commercial (AC) Zone to permit the development of a facility for repair and sale of farm use equipment for the local farming community.

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 088-22

BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Sections 34 and 36 of The Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. THAT Section 31.104 to By-law 66-01 is amended by deleting the existing text in its entirety and replacing it with the following - on lands legally described as Part Lot 71, Concession 3, with frontage on Wellington St E, Mount Forest:

32.58 Part Lot 71, Concession 3, Wellington St E, Mount Forest	R2- 58	A minimum of 21 dwelling units shall be constructed on site. Accessory apartments do not count towards the minimum number of required dwelling units.
--	-------------------	---

2. THAT except as amended by this By-law, the legally described as Part Lot 71, Concession 3, with frontage on Wellington St E, Mount Forest shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

READ A FIRST, SECOND THIRD TIME THIS 25TH DAY OF JULY, 2022.

ANDREW LENNOX MAYOR

KARREN WALLACE, CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 088-22

THE LOCATION OF THE SUBJECT LANDS

The subject property is legally described as Part Lot 71, Concession 3, with frontage on Wellington Street E, Mount Forest. The property is approximately 2.02 hectares (5.0 acres) in size and is currently vacant.

THE PURPOSE AND EFFECT

The purpose and effect of the proposed amendment is to amend the current Site Specific Residential (R2-58) zoning to reduce the minimum residential development density on the property from 34 to 21 dwelling units.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JULY 11, 2022 at 2:00 P.M.
VIA WEB CONFERENCING <https://www.youtube.com/watch?v=P7sybxxz0HQ>**

Members Present:	Acting Mayor:	Lisa Hern
	Councillors:	Sherry Burke Steve McCabe Dan Yake
Member Absent:	Mayor:	Andrew Lennox
Staff Present:		
Interim Chief Administrative Officer/Chief Building Official:		Darren Jones
Interim Chief Administrative Officer/Director of Operations:		Matthew Aston
Director of Legislative Services/Clerk:		Karren Wallace
	Deputy Clerk:	Catherine Conrad
Manager of Recreation Services:		Tom Bowden
Director of Fire Services:		Chris Harrow
	Planner:	Matthieu Daoust

CALLING TO ORDER

Acting Mayor Hern called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2022-248

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the July 11, 2022 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

RECESS TO MOVE INTO PUBLIC MEETING

RESOLUTION: 2022-249

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North recess the July 11, 2022 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- Brian Smith, Zoning By-law Amendment
- Dwayne L'Heureux, Zoning By-law Amendment
- Richard Piller, Zoning By-law Amendment

CARRIED

Council took a 5-minute break to allow Acting Mayor Hern to resolve a technical issue from 2:04 p.m. to 2:09 p.m.

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2022-250

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North resume the July 11, 2022 Regular Meeting of Council at 2:23 p.m.

CARRIED

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- a. By-law Number 080-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (8046 Line 8 Part Lot 1 & 2, Concession 9 with civic address of 9131 Wellington Road 14, Brian Smith)

RESOLUTION: 2022-251

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT By-law Number 080-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (8046 Line 8 Part Lot 1 & 2, Concession 9 with civic address of 9131 Wellington Road 14, Brian Smith)

CARRIED

- b. By-law Number 081-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (N Part Lot 25, Concession 5 with civic address of 7527 Sideroad 9 W, Dwayne L'Heureux)

RESOLUTION: 2022-252

Moved: Councillor Burke

Seconded: Councillor Yake

THAT By-law Number 081-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (N Part Lot 25, Concession 5 with civic address of 7527 Sideroad 9 W, Dwayne L'Heureux)

CARRIED

- c. By-law Number 082-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (N Part Lot 13, Concession 3 with civic address of 7751 Side Road 6 East, Richard Piller)

RESOLUTION: 2022-253

Moved: Councillor Yake

Seconded: Councillor McCabe

THAT By-law Number 082-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (N Part Lot 13, Concession 3 with civic address of 7751 Side Road 6 East, Richard Piller)

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Special Meeting of Council, June 17, 2022
2. Special Meeting of Council, June 27, 2022
3. Regular Meeting of Council, June 27, 2022
4. Public Meeting, June 27, 2022
5. Special Meeting of Council, June 29, 2022

RESOLUTION: 2022-254

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the minutes of the Special Meeting of Council held on June 17, 2022, the Special Meeting of Council, the Regular Meeting of Council and the Public Meeting held on June 27, 2022 and the Special Meeting of Council held on June 29, 2022 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

Mount Forest Pool Replacement

- Report CAO 2022-003 Mount Forest Pool Replacement
- Scott Robinson, Principal, Dipl. Arch., OAA, MRAIC, EDAC, Pool Architect

Council discussed the pool, features and amenities with Mr. Robinson, Pool Architect. Incorporating entry features, and reducing the size of the pool, deck and amenities could result in very small incremental savings, not millions of dollars.

Mr. Robinson commented on a similar project in Welland County that was tendered and it closed at just over 7 million. The costing estimate for that project in August 2021 in at 6.4 million and cost consultants recommend an escalation of about 15% per year. The Mount Forest pool itself was costed at 3.2 million and the deck and amenities were another 4 million which is consistent with other projects.

The proposed concept of 5.5 million is now on the low side. The next step is to finish the schematic design and then take it to a cost consult for a Class C or D estimate. The size of the proposed pool is comparable to the existing pool with a similar bather load. Parameters, or dimensions, of the bath house and amenities need to be determined. Mr. Robinson suggested working with staff to determine a preferred option and meeting with the aquatics committee to see what is required within the bath house that is above what is required by the building code with the understanding that we have a stretched budget, and work on minimizing deck sizing, etc., finish schematic design and send it out for pricing. Once the costing of the project is finalized, fundraising and funding opportunities can be looked at.

Council directed staff to bring preferred concept and costing back to a future meeting of Council.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

4a, 5a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2022-255

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items for Consideration on the July 11, 2022 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee meeting held on June 7, 2022.

THAT the Council of the Corporation of the Township of Wellington North reduce the 2022 and 2023 fee for bronze medallion and bronze cross to \$100.00, as recommended by the Recreation, Parks and Leisure Committee;
AND FURTHER THAT the Committee recommend Council authorize the Mayor and Clerk to sign the applicable amended fees and charges by-law after the required notice period.

THAT the Council of the Corporation of the Township of Wellington North direct staff to pursue the Private Business Option 2 (This option would see the township signing an agreement with a local business for the use of space, renewed periodically) as set out in Report RPL 2022-011, specifically Private Business:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce meeting held on June 8, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur 150 Committee meeting held on June 20, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on June 16, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-025 being a report on Cachet Developments (Arthur) Inc. Subdivision Agreement;
AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into the agreement in the form, or substantially the same form as the draft Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2022-026 regarding the final approval of the Circuit Holdings Inc. Site Plan Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated July 4, 2022

THAT the Council of the Corporation of the Township of Wellington North receive Grand River Conservation Authority Report Number: GM-06-22-51, dated June 24, 2022, Progress Report #1 – Ontario Regulation 687/21, and Report Number: GM-06-22-52, dated June 24, 2022, Inventory of Programs and Services Update

THAT the Council of the Corporation of the Township of Wellington North receive County of Wellington correspondence dated July 4, 2022 regarding County Official

Plan Review Reports dated June 9, 2022, County Official Plan Review – Progress Report #6, and County Official Plan Review – Public Consultation and Engagement Overview #2.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2022-256

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-020 being a report on the Investing in Canada Infrastructure Program (ICIP) – Green Stream;

AND FURTHER THAT the Council authorize the Mayor and Clerk to sign the by-law to enter into the agreement.

CARRIED

RESOLUTION: 2022-257

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2022-016 being a report on Naming and Re-Naming Policy for Municipal Parks and Facilities.

CARRIED

Council directed staff to bring a first draft of a Naming and Re-Naming Policy to a future Council meeting.

NOTICE OF MOTION

Councillor McCabe requested that the following motion be brought to the July 25, 2022 Regular Council Meeting.

THAT the Council of the Township of Wellington North name the splash pad at the Mount Forest fairgrounds property the "MacDonald - Schwindt Splash Pad".

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- There is a Covid outbreak at the Louise Marshall Hospital. Staff will keep the community updated. There will be some emergency room closures due to staffing issues.

BY-LAWS

- a. By-law Number 079-22 being a by-law to authorize the execution of a Transfer Payment Agreement between Her Majesty The Queen In Right Of Ontario s represented by the Minister of Infrastructure and the Corporation of the Township of Wellington North. (Investing in Canada Infrastructure Program (ICIP): Mount Forest Standpipe in the Township of Wellington North GREEN STREAM)

- b. By-law Number 083-22 being a by-law to authorize a Subdivision Agreement (Cachet Developments (Arthur) Inc.)

RESOLUTION: 2022-258

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT By-law Number 079-22 and 083-22 be read a First, Second and Third time and enacted.

CARRIED

CULTURAL MOMENT

- Celebrating the Mount Forest Fireworks Festival

Deeply embedded in Wellington North's local culture is the Mount Forest Fireworks Festival – a community wide, 4-day event, that has become a signature event locally as well as provincially for the past 20 years. Always the third weekend in July, many make their way to the area, either by visiting friends and family, travelling in on their RV's, or spending the weekend at a nearby campground – so much so, that the festival has been garnered as a Top 100 Festival for 11 of its 20 years by Festival & Events Ontario.

Over the years, the festival's enticement builds as more attractions are added and the crowds grow. Today, the Mount Forest Fireworks Festival features amusements all weekend long, entertainment, music and an array of tastes. You can visibly view the local culture, as many community groups, volunteer residents and business sponsors, each add their own elements to the weekend long celebrations. During a recent survey of Wellington North residents, completed as part of our Cultural Plan update in 2021, 75 per cent of respondents considered the Mount Forest Fireworks Festival to be one of the two top tangible cultural assets in the Township of Wellington North.

Since the festival's inception, it has played host to one of the largest Classic Car Shows in Canada. The traditional small town Main Street is closed off to drivers and is open to pedestrians, as thousands fill the artery and view over 500 classic cars lining the drag. The sky's are ignited with sparkling colours and the sounds of 'crackles', 'booms' and 'awes' as a spectacular fireworks display fills the overhead sky on Saturday evening with a smaller teaser show taking place this year on Friday evening to commemorate our 20th season.

There's always great entertainment and attractions that includes a bit of everything for all ages, which makes this festival, well – spectacular!

Ignite Your Weekend, July 14-17, 2022, www.mountforestfireworks.ca

Submitted by Crystal Seifried and Sharon Wenger, Mount Forest Fireworks Festival

CONFIRMING BY-LAW

RESOLUTION: 2022-259

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT By-law Number 084-22 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on July 11, 2022 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2022-260

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Regular Council meeting of July 11, 2022, 2022 be adjourned at 3:26 p.m.

CARRIED

ACTING MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
PUBLIC MEETING MINUTES– JULY 11, 2022 AT 2:00 P.M.
VIA WEB CONFERENCING <https://www.youtube.com/watch?v=P7sybxxz0HQ>

Members Present:	Acting Mayor:	Lisa Hern
	Councillors:	Sherry Burke Steve McCabe Dan Yake
Member Absent:	Mayor:	Andrew Lennox
Staff Present:		
Interim Chief Administrative Officer/Chief Building Official:		Darren Jones
Interim Chief Administrative Officer/Director of Operations:		Matthew Aston
Director of Legislative Services/Clerk:		Karren Wallace
	Deputy Clerk:	Catherine Conrad
	Manager of Recreation Services:	Tom Bowden
	Director of Fire Services:	Chris Harrow
	Planner:	Matthieu Daoust

CALLING TO ORDER – Acting Mayor Hern

Acting Mayor Hern called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

OWNERS/APPLICANT

Brian Smith

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as 8046 Line 8 Concession 9 Part Lot 1 Part Lot 2 with civic address of 9131 Wellington Road 14. The property is 115.8 ha (286.1 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the retained lands from Agricultural (A) Zone to Site Specific Agricultural (A-2) Zone. This application is seeking to rezone the retained agricultural portion of the property to prohibit any future residential development. Additionally, the applicant is seeking to rezone the severed lands from Agricultural (A) Zone to Site Specific Agricultural (A-52) Zone to permit a reduced rear yard setback for the existing dwelling on the severed parcel. This rezoning is a condition of severance application B88/22, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.8 ha (1.97 ac) rural residential parcel with an existing dwelling and shed. A 115 ha (284.1 ac) agricultural parcel will be retained with three sheds. Additional relief may be considered at this meeting.

NOTICE

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on June 15, 2022.

PRESENTATIONS

Matthieu Daoust, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated July 11, 2022

PLANNING OPINION

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject land. Further, to permit a reduced rear yard setback for the existing dwelling on the severed parcel. This rezoning is a condition of severance application B88/21, that was granted provisional consent by the Wellington County Land Division Committee. The consent will sever 0.8 ha (1.97 ac) rural residential parcel with an existing dwelling and shed from the retained 115 ha (284.1 ac) agricultural parcel with three existing sheds.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future development dwellings.

INTRODUCTION

The property subject to the proposed amendment is legally described as 8046 Line 8 Part Lot 1 & 2, Concession 9 with civic address of 9131 Wellington Road 14. The proposal is a condition of a recent severance application B88/21 on the property. The proposed severed parcel is 0.8 ha (1.97 ac) with an existing dwelling and a shed. A 115 ha (284.1 ac) agricultural parcel with three sheds is retained.

PROPOSAL

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject land. Further, to permit a reduced rear yard setback for the existing dwelling on the severed parcel. This rezoning is a condition of severance application B88/21, that was granted provisional consent by the Wellington County Land Division Committee. The consent will sever the existing dwelling and shed from the agricultural parcel under the surplus farm dwelling policies.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated as PRIME AGRICULTURE, GREENLANDS and CORE GREENLANDS. This application is submitted to facilitate a condition of the proposed severance application B88/21. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Agricultural (A) and Natural Environment (NE). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and

accessory uses, buildings and structures. This zoning amendment will apply the standard A-2, which will restrict any future residential development on the retained agricultural parcel. Further relief is required on the severed parcel, to permit a reduced rear yard setback of 5.6 m (18.3 ft) for the existing dwelling, whereas the Zoning By-law requires a minimum rear yard setback of 7.6 m (24.9 ft).

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment has been prepared and attached to this report for Council's consideration.

CORRESPONDENCE FOR COUNCIL'S REVIEW

Benjamin Kissner, Resource Planner, Grand River Conservation Authority

- Letter dated July 4, 2022 (No Objection)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

Jeff Buisman, Agent for the Applicant, was present to answer questions regarding the application.

COMMENTS/QUESTIONS FROM COUNCIL

No comments or questions from Council.

OWNERS/APPLICANT

Dwayne L'Heureux

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as N Part Lot 25, Concession 5, with civic address of 7527 Sideroad 9 W. The property is 40.4 ha (99.8 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands from Agricultural (A) Zone to Site Specific Agricultural (A-2) Zone. This application is seeking to rezone the retained agricultural portion of the property to prohibit any future residential development. This rezoning is a condition of severance application B29/22, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.93 ha (2.29 ac) rural residential parcel with an existing dwelling and a garage. A 40.4 ha (99.8 ac) vacant agricultural parcel will be retained. Additional relief may be considered at this meeting.

NOTICE

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on June 15, 2022.

PRESENTATIONS

Matthieu Daoust, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated July 11, 2022

PLANNING OPINION

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject land. This rezoning is a condition of severance application B29/22, that was granted provisional consent by the Wellington County Land Division Committee in May 2022. The consent will sever 0.93 ha (2.29 ac) rural residential parcel with an existing dwelling and garage from the retained 40.4 ha (99.8 ac) agricultural parcel.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future development dwellings.

INTRODUCTION

The property subject to the proposed amendment is legally described as N Part Lot 25, Concession 5 with civic address of 7527 Sideroad 9 W. The proposal is a condition of a recent severance application B29/22 on the property. The proposed severed parcel is 0.93 ha (2.29 ac) with an existing dwelling and a garage. A 40.4 ha (99.8 ac) vacant agricultural parcel is retained.

PROPOSAL

The purpose of the application is to rezone the subject land to restrict future residential development on the retained agricultural lot. This rezoning is a condition of severance application B29/22, that was granted provisional approval by the Wellington County Land Division Committee in May 2022. The consent will sever the existing dwelling and garage from the agricultural parcel under the surplus farm dwelling policies.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated as PRIME AGRICULTURE, GREENLANDS and CORE GREENLANDS. This application is submitted to facilitate a condition of the proposed severance application B29/22. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Agricultural (A) and Natural Environment (NE). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and accessory uses, buildings and structures. This zoning amendment will apply the

standard A-2, which will restrict any future residential development on the retained agricultural parcel.

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment has been prepared and attached to this report for Council's consideration.

CORRESPONDENCE FOR COUNCIL'S REVIEW

Ben Kissner, Resource Planner, Grand River Conservation Authority
Email received June 15, 2022 (No Objection)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

Jeff Buisman, Agent for the Applicant, was present to answer questions regarding the application.

COMMENTS/QUESTIONS FROM COUNCIL

No comments or questions from Council.

OWNERS/APPLICANT

Richard Piller

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as N Part Lot 13, Concession 3, with civic address of 7751 Sideroad 6 E. The property is 38.45 ha (95 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands from Agricultural (A) Zone to Site Specific Agricultural (A-2) Zone. This application is seeking to rezone the retained agricultural portion of the property to prohibit any future residential development. This rezoning is a condition of severance application B116/21, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.45 ha (1.11 ac) rural residential parcel with an existing dwelling and shop. A 38 ha (93.9 ac) vacant agricultural parcel will be retained. Additional relief may be considered at this meeting.

NOTICE

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on June 15, 2022.

PRESENTATIONS

Matthieu Daoust, Senior Planner and Asavari Jadhav, Junior Planner, County of Wellington, Township of Wellington North

- Planning Report dated July 5, 2022

PLANNING OPINION

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject land. This rezoning is a condition of severance application B116/21, that was granted provisional consent by the Wellington County Land Division Committee. The consent will sever a 0.45 ha (1.11 ac) rural residential parcel with an existing dwelling and shop. A 38 ha (93.9 ac) vacant agricultural parcel will be retained.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future development dwellings.

INTRODUCTION

The property subject to the proposed amendment is legally described as N Part Lot 13, Concession 3 with civic address of 7751 Side Road 6 E. The proposal is a condition of a recent severance application B116/21 on the property. The proposed severed parcel is 0.45 ha (1.11 ac) with an existing dwelling and shop. A vacant agricultural parcel of 38 ha (93.9 ac) is retained.

PROPOSAL

The purpose of the application is to rezone the subject land to restrict future residential development on the retained agricultural lot. This rezoning is a condition of severance application B116/21, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever the existing dwelling and shop from the agricultural parcel under the surplus farm dwelling policies.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated as PRIME AGRICULTURE and CORE GREENLANDS. This application is submitted to facilitate a condition of the proposed severance application B116/21. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Agricultural (A) and Natural Environment (NE). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and accessory uses, buildings and structures. This zoning amendment will apply the

standard A-2, which will restrict any future residential development on the retained agricultural parcel.

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment has been prepared and attached to this report for Council's consideration.

CORRESPONDENCE FOR COUNCIL'S REVIEW

Ben Kissner, Resource Planner, Grand River Conservation Authority
Email received June 15, 2022 (No Objection)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

Jeff Buisman, agent for the applicant, was present to answer questions regarding the application.

COMMENTS/QUESTIONS FROM COUNCIL

No comments or questions from Council.

ADJOURNMENT

RESOLUTION: 006-2022

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Public Meeting of July 11, 2022 be adjourned at 2:22 pm.

CARRIED

ACTING MAYOR

CLERK



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of May 24, 2022

From: Michael Givens, CAO

Subject: CAO 2022-003 Mount Forest Pool Replacement

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information Report CAO 2022-003 Mount Forest Pool Replacement.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

MOUNT FOREST AQUATIC AD-HOC ADVISORY COMMITTEE TERMS OF REFERENCE

RPL 2022-005 being a report on summer recreation programs

Concept Design New Pool-February 8, 2022

CAO 2021-008 fundraising committee guidelines

OPS 2021-012 being a report to prioritize major Wellington North water and wastewater projects

RAC 2016-003 being a report on establishing an ad hoc committee regarding the Mount Forest Pool

BACKGROUND

At the May 9, 2022 Council meeting, Council requested a summary of “key decision points” that require consideration as we continue to move forward with the design, finance, build of a new pool in Mount Forest. These items are more specifically associated with the financial components associated with a recreation project of this magnitude.

Items for consideration, decision making and direction provision to staff and committee(s)-

1. What is the budget for the new Mount Forest Pool? Current concepts suggest between \$5 and \$5.5 million. Pools can be scoped to meet a budget. Is council going to consider a budget cap or is continued creep acceptable?
2. How much long-term debt is Township council willing to accept to build a pool? \$2.5 million? \$4.5 million? Debt levels are currently low for the Township, but major capital investments that are likely to require debt financing loom.
3. The recent joint meeting of the Recreation, Parks, Leisure Committee and Mount Forest Aquatics Ad Hoc Advisory Committee confirmed that the Ad Hoc Advisory Committee continues to focus fundraising efforts solely on pool enhancements (i.e., items that are not included as part of the existing pool. (E.g., climbing wall, water feature(s), sunshades, bubblers). When the final concept is prepared, Council and staff should sit down and confirm the list of enhancements with pricing and provide that to the Ad Hoc Advisory Committee, so they understand their goal. Is the beach entry an enhancement? Is the trellis an enhancement? Is landscaping surrounding the pool (outside the fence) an enhancement? These are examples of questions that need to be addressed prior to the list of enhancements being provided to the Ad Hoc Advisory Committee.
4. Are funds raised through naming rights, contributions from neighbouring municipalities whose residents utilize the pool to go towards the core pool and bathhouse capital funds? Do potential proceeds from the sale of lands of the current pool site go towards the core pool and bathhouse?
5. It has been assumed by some there are 2 separate fundraising pots. 1 for pool enhancements that the Ad Hoc Advisory Committee is focused on and 1 for the core pool (replacement) and bathhouse (replacement). Is it council's assumption that staff are "fundraising" for the core pool and bathhouse?
6. Is the Mount Forest Pool project the #1 priority capital infrastructure project for all eligible provincial or federal funding grants? That is typically a question asked as part of funding applications, requiring a resolution of council to confirm. Council endorsed an application in 2019 to the Investing in Canada Infrastructure Program (ICIP) for the Arthur Community Centre renovations, dressing room expansions. Has the Mount Forest pool now become the number 1 recreation priority?
7. Does Council want to establish clear targets that must be met prior to actual construction proceeding?
 - a. Examples-
 - i. 2/3 of total project funding must be secured prior to proceeding. A combination of fundraising, grants, reserve allocations.
 - ii. Ad hoc Committee has raised 2/3 of funding target for project enhancements.

FINANCIAL CONSIDERATIONS

FUNDING SOURCES-

- Development Charges dedicated to the MF Pool
 - Balance-\$403,000
 - Note-development charges are to be utilized to address “Net Growth Related Costs”
- Cash in lieu of parkland-can be used for upgrading of existing parks/facilities, provided need is due to intensification. The case could be made for certain of the landscape amenities for sure.
 - Balance-\$187,000
- Council Community and Contingency Reserve-really the council discretionary reserve
 - Balance \$8000
- Tax rate stabilization-justification, reduce debt required reduces future tax rate pressure
 - Balance-\$1.4 million
- Capital infrastructure Reinvestment Reserve Fund- used for rehab or replacement of existing infrastructure
 - Balance-\$1.3 million
- Gas tax or Ontario Community Infrastructure Fund-Formula Based (OCIF)-could commit **future** receipt of these funds to the project. That would create a gap for other infrastructure rehab. Gas tax historically focused on bridge rehabilitation, OCIF focused on other infrastructure rehabilitation (roads, water, sanitary)
 - Gas tax, now Canada Community Building Fund (CCBF) 2022 Allocation-\$378,000
 - OCIF 2022 Allocation-\$1,903,374

OTHER IMMINENT PROJECTS THAT WILL REQUIRE A COMBINATION OF DEBT FINANCING, DEVELOPMENT CHARGES, OTHER DEVELOPER CONTRIBUTION, RESERVES AND GRANTS

<i>Project</i>	<i>Estimated Cost*</i>
Arthur Wastewater Plant Project – Phase 2	\$8.3 Million (2018)
Mount Forest Water Tower	\$5 Million (2021)
Arthur Water Tower	\$3.7 Million (2020)
Arthur Water Supply	\$3.5 Million (2021)
Mount Forest Wastewater Plant Capacity	Unknown
Arthur Water Treatment	Unknown
Arthur Community Centre Renovations & Dressing Room Additions	\$1.8 Million (ice plant, piping, ice surface work completed)
Mount Forest Fire Hall	\$2 Million
Arthur Operations Centre	\$3.5 Million

*- Estimate costs are approximate, and parenthesis' indicate year of engineered or preliminary estimate.

The above list is not exhaustive but is to provide context of the amount of funding that will be required in the near future.

OTHER CONSIDERATIONS-

1. 2022 ANNUAL REPAYMENT LIMIT-\$2,296,276

This limit represents the maximum amount which the municipality had available as of December 31, 2020 to commit to payments relating to debt and financial obligation.

2. Mount Forest Pool Operations-annually pool operations cost the Township approximately \$70,000. These are operating costs only. A 25-year debenture for \$2.5 million would add over \$150,000 annually to the pool costs.

ATTACHMENTS

1. Amortizing Debenture Draft Payment Schedule \$2.5 million, 25 year, 3.50% interest, annual payment
2. 2022 Annual Repayment Notice-MMAH
3. MF Pool Concept 3-most preferred concept based on survey results
4. Resolution #2019-341

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships
 Municipal Infrastructure Alignment and Integration

Prepared By:	Michael Givens, CAO	<i>Michael Givens</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

>> Amortizing Debenture Schedule

Organization Name	Wellington North
Principal Amount	\$2,500,000.00
Annual Interest Rate	3.50 %
Loan Term (Year)	25
Debenture Date (mm/dd/yyyy)	08/01/2023
Maturity Date (mm/dd/yyyy)	08/01/2048
Payment Frequency	Annual
Loan Type	Amortizing

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
08/01/2024	\$151,685.09	\$64,185.09	\$87,500.00	\$2,435,814.91
08/01/2025	\$151,685.09	\$66,431.57	\$85,253.52	\$2,369,383.34
08/01/2026	\$151,685.09	\$68,756.67	\$82,928.42	\$2,300,626.67
08/01/2027	\$151,685.09	\$71,163.16	\$80,521.93	\$2,229,463.51
08/01/2028	\$151,685.09	\$73,653.87	\$78,031.22	\$2,155,809.64
08/01/2029	\$151,685.09	\$76,231.75	\$75,453.34	\$2,079,577.89
08/01/2030	\$151,685.09	\$78,899.86	\$72,785.23	\$2,000,678.03
08/01/2031	\$151,685.09	\$81,661.36	\$70,023.73	\$1,919,016.67
08/01/2032	\$151,685.09	\$84,519.51	\$67,165.58	\$1,834,497.16
08/01/2033	\$151,685.09	\$87,477.69	\$64,207.40	\$1,747,019.47
08/01/2034	\$151,685.09	\$90,539.41	\$61,145.68	\$1,656,480.06
08/01/2035	\$151,685.09	\$93,708.29	\$57,976.80	\$1,562,771.77
08/01/2036	\$151,685.09	\$96,988.08	\$54,697.01	\$1,465,783.69
08/01/2037	\$151,685.09	\$100,382.66	\$51,302.43	\$1,365,401.03
08/01/2038	\$151,685.09	\$103,896.05	\$47,789.04	\$1,261,504.98
08/01/2039	\$151,685.09	\$107,532.42	\$44,152.67	\$1,153,972.56
08/01/2040	\$151,685.09	\$111,296.05	\$40,389.04	\$1,042,676.51
08/01/2041	\$151,685.09	\$115,191.41	\$36,493.68	\$927,485.10
08/01/2042	\$151,685.09	\$119,223.11	\$32,461.98	\$808,261.99
08/01/2043	\$151,685.09	\$123,395.92	\$28,289.17	\$684,866.07
08/01/2044	\$151,685.09	\$127,714.78	\$23,970.31	\$557,151.29
08/01/2045	\$151,685.09	\$132,184.79	\$19,500.30	\$424,966.50
08/01/2046	\$151,685.09	\$136,811.26	\$14,873.83	\$288,155.24
08/01/2047	\$151,685.09	\$141,599.66	\$10,085.43	\$146,555.58
08/01/2048	\$151,685.03	\$146,555.58	\$5,129.45	\$0.00
	\$3,792,127.19	\$2,500,000.00	\$1,292,127.19	

DISCLAIMER:

Infrastructure Ontario does not warrant or make any representations regarding the use or the results of the use of the calculator found herein in terms of their correctness, accuracy, timeliness, reliability, or otherwise. Under no circumstances shall Infrastructure Ontario be held liable for any damages, whether direct, incidental, indirect, special, or consequential, and including, without limitation, lost revenues or lost profits, arising from or in connection with your use or reliance on the calculator found herein.

This calculator is provided for general illustrative purposes only and does not constitute investment advice. To take into account your specific circumstances, you should obtain professional investment, legal and/or tax advice, as appropriate.

2022 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE:	75617		
MUNID:	23020		
MUNICIPALITY:	Wellington North Tp		
UPPER TIER:	Wellington Co		
REPAYMENT LIMIT:		\$	2,296,276

The repayment limit has been calculated based on data contained in the 2020 Financial Information Return, as submitted to the Ministry. This limit represents the maximum amount which the municipality had available as of December 31, 2020 to commit to payments relating to debt and financial obligation. Prior to the authorization by Council of a long term debt or financial obligation, this limit must be adjusted by the Treasurer in the prescribed manner. The limit is effective January 01, 2022

FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate			
(a)	20 years @ 5% p.a.	\$	28,616,668
(a)	15 years @ 5% p.a.	\$	23,834,554
(a)	10 years @ 5% p.a.	\$	17,731,231
(a)	5 years @ 5% p.a.	\$	9,941,671
7% Interest Rate			
(a)	20 years @ 7% p.a.	\$	24,326,775
(a)	15 years @ 7% p.a.	\$	20,914,280
(a)	10 years @ 7% p.a.	\$	16,128,078
(a)	5 years @ 7% p.a.	\$	9,415,183

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

064

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Wellington North Tp

MMAH CODE:

75617

Debt Charges for the Current Year

		1 \$
0210	Principal (SLC 74 3099 01)	1,407,345
0220	Interest (SLC 74 3099 02)	81,422
0299	Subtotal	1,488,767
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	Total Debt Charges	1,488,767

Amounts Recovered from Unconsolidated Entities

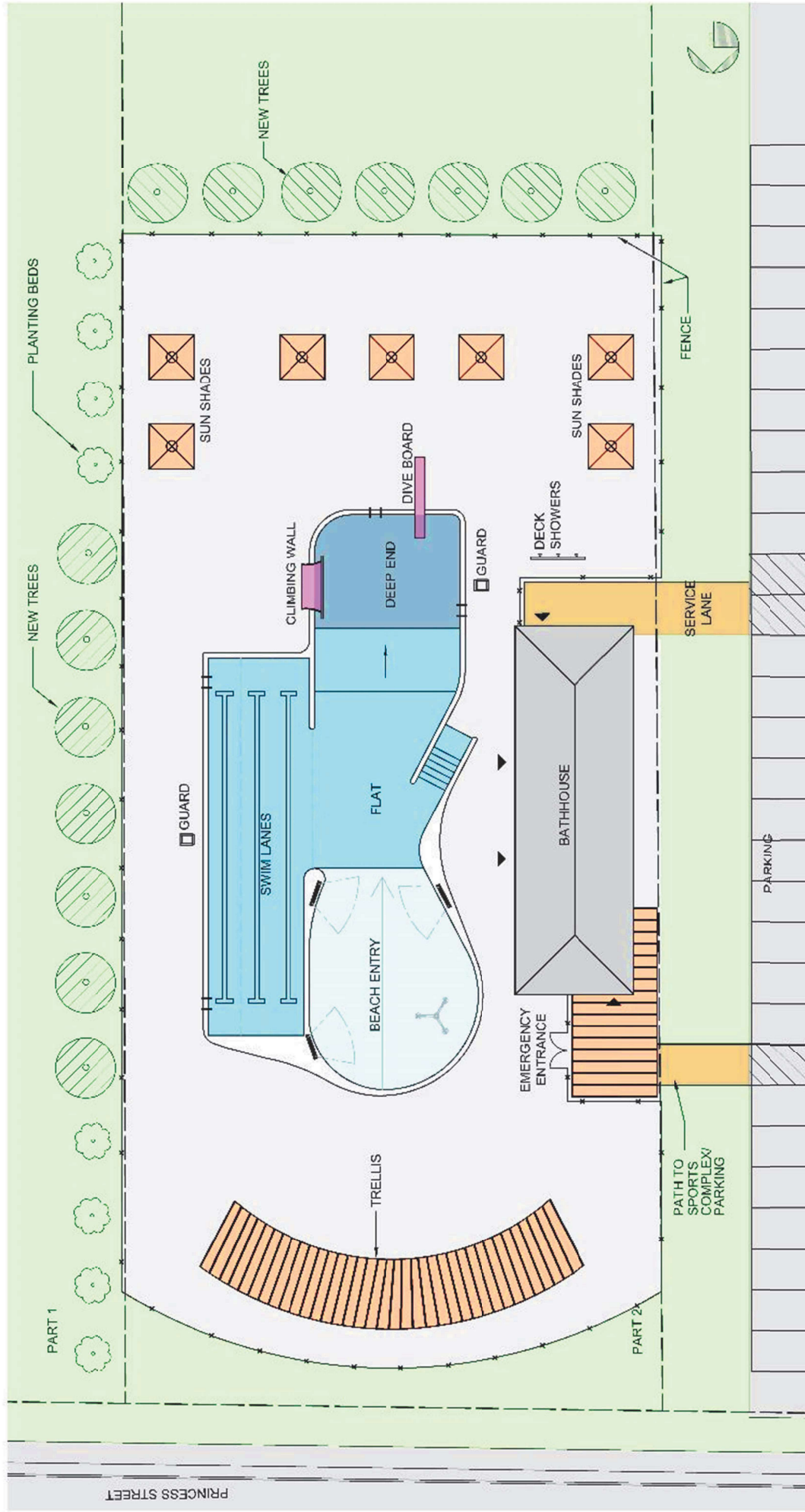
		1 \$
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	20,394
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	Total Debt Charges to be Excluded	20,394
9920	Net Debt Charges	1,468,373

		1 \$
1610	Total Revenue (SLC 10 9910 01)	18,698,178
Excluded Revenue Amounts		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01)	2,853,123
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	51,135
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	356,309
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)	110,171
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	-111,686
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	305,016
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	0
2253	Other Deferred revenue earned (SLC 10 1814 01)	25,687
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	49,829
2299	Subtotal	3,639,584
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	Net Revenues	15,058,594
2620	25% of Net Revenues	3,764,649
9930	ESTIMATED ANNUAL REPAYMENT LIMIT (25% of Net Revenues less Net Debt Charges)	2,296,276

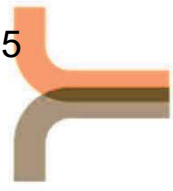
* SLC denotes Schedule, Line Column.

Concept 3. - Plan

017



065



Concept Design for New Outdoor Pool



RESOLUTION: 2019-341

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report RAC 2019-019 being a report on the Investing in Canada Infrastructure Program (ICIP) Application be received;

AND FURTHER THAT Council support and direct staff to submit an application for the rehabilitation of the Arthur and Area Community Centre consistent with this report, a project which will result in improved functionality and accessibility at the community-owned facility;

AND FURTHER THAT Council agree to fund the Township's share of the project cost, as recommended by Township staff, if the application is successful.

CARRIED

I, Karren Wallace, CLERK OF THE
TOWNSHIP OF WELLINGTON NORTH
HEREBY CERTIFY THIS TO BE A
TRUE AND COMPLETE COPY

Karren Wallace
Karren Wallace

*of Resolution 2019-341 from the Nov 4/19
meeting of Council*

Virtual Proof

Note: Virtual image not to scale. Logo placement is approximate.
All new art concepts are the intellectual property of MARCC Apparel Company Inc. during the design phase.

July 13, 2022

Alupanel Sign: 6ft x 2ft high



**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
TUESDAY, July 5, 2022 @ 4:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Brian Milne, Deputy Mayor, Township of Southgate

Staff Members Present:

- Mandy Jones, Interim Manager Programming and Community Engagement (MPCE)
- Matthew Aston, Director of Operations (DOO)
- Tom Bowden, Recreation Services Manager (RSM)
- Jessica Turnbull, Administrative Support

Guests:

- Andy Lennox, Mayor
- Scott Jones, Arthur Minor Softball Association
- George Laurencic, Mount Forest Lions Club Member

Calling to Order
Chair McCabe called the meeting to order at 4:00 p.m.
Adoption of Agenda
RESOLUTION RPL 2022-039 Moved by Member Milne Seconded by Mayor Lennox THAT the agenda for the July 5, 2022 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed. CARRIED
Disclosure of Pecuniary Interest
None
Deputation
Scott Jones – Arthur Minor Softball Association Scott Jones stated that around two weeks ago he made a proposal to switch Arthur minor ball to hardball. He is looking at a similar model to what is used in Mount Forest currently. The idea is for the boys to switch over to hardball at the U13 age group, where the ball diamond would be fine to play on as it is now. The U15 age group they would need 90ft bases, making both existing Arthur diamonds too small. The proposal is to extend the infield on B diamond in Arthur to allow for 90ft bases where U15 hardball can be played. Mr. Jones has spoken with Scott Corrigan the President of Mount Forest Minor Baseball about Arthur and Mount Forest U18 age groups joining as Mount Forest has the baseball diamond sizes to allow for it. In the long-term Mr. Jones is wanting to look at the possibility of extending the fences on B Diamond in

Arthur to allow for U18 hardball to be played. The backstop fencing is in need of an upgrade with higher fencing and extending it back. The proposal was accepted by the organization's executive in hopes for play in the 2023 season. Mr. Jones explained that 2024 would be the target for the infield grass project completion.

Chair McCabe asked about the light standards for the fencing request to move it back further. Mr. Jones explained that if the fencing is moved the outfield, light standards would have to be pushed back. Chair McCabe asked if the diamonds in Mount Forest are suitable for play. Mr. Jones stated that according to Scott Corrigan the diamonds in Mount Forest can be played on for the U18 hardball team. Mr. Jones also mentioned that their organization would be open to a memorandum of understanding for the U18 age groups amalgamating in both towns until Arthur builds a bigger facility or fences can be pushed out.

Mr. Jones stated that a formal discussion about amalgamation has not yet happened, and that Arthur and Mount Forest would be independent entirely except for the U18 age group. It is projected that registration could potentially increase with the implementation of hardball as according to other municipalities that scenario has happened. The main reason to look at switching is that after minor fastpitch there is limited opportunity for boys to continue to play on as many universities and schools play hardball. Additionally, there are more centers around Arthur that are playing hardball which gives more opportunity for competition and tournament options.

The RSM stated that in Mount Forest the Kinsmen Diamond can have U13 and younger play on it and U15 and U18 play at Cork St Diamond. In regard to the B Diamond in Arthur the grass would need to be pushed back 15 feet in order to allow for 90 ft base path. Pushing the backstop back may encroach on wiring and lighting and pushing the outfield fence back would entail moving lighting standards back.

The DOO suggested a staff report for costing, funding opportunities and logistics for review at a future committee meeting.

Mount Forest Lions Club

George Laurencic, Mount Forest Lions Club President stated that Loins Members have been conducting their meetings at the Lower Leisure Hall at the Mount Forest Sports Complex. Mr. Laurencic would like to get a TV in there to allow for a laptop to connect in order to do presentations. This would help modernize the facility and the lions club would help pay for it. The club would like to see the room be called the Mount Forest Loins Den.

Additionally, Mr. Laurencic has been in discussions with the RSM and The Mount Forest Sports Complex Lead Hand about putting in some picnic tables and tree at the Bill Moody Park.

Mayor Lennox asked about timing for this as they are currently talking about naming rights and the possibility of setting a policy for the Township. Lions Member Laurencic stated that there is no rush.

The DOO added that the Lions Club will be approaching Committee in the near future regarding the naming of the splash pad. Mr. Laurencic stated that the Lions Club has

two active members that they would like to name the splash pad after. The club is looking to name the splash pad MacDonald-Schwindt Splash Pad and would like it to be completed within the year.

Minutes of Previous Meeting – June 7, 2022

RESOLUTION RPL 2022-040

Moved by Mayor Lennox

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive the minutes of the June 7, 2022 Committee Meeting.

CARRIED

Business Arising From Minutes

None

Ad Hoc Committee Updates

None

Reports

Naming Rights for Lower Leisure Hall in Mount Forest

Member Milne asked about the naming rights when the Mount Forest arena was built and if there was a policy in place at that time. The DOO clarified that the clerk's department could investigate that further. The Plume Room at the arena was named as a dedication to Bev Plumes efforts. Member Milne felt certain that there was a policy or something like that in place during the construction of the arena because there were options where you could pay a sum of money and name a dressing room etc. Mayor Lennox suggested naming rights for a period of time and referred to the Air Canada Center where the naming had an expiry date on it which allows for future opportunities.

RESOLUTION RPL 2022-041

Moved by Member Milne

Seconded by Mayor Lennox

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022- 013 being a report on naming rights of the lower leisure hall at the Mount Forest and District Sports Complex; AND FURTHER THAT Committee recommend the Council of the Township of Wellington North direct staff to wait to provide further recommendation with respect the naming rights associated with the lower leisure hall until after a naming rights policy is prepared and approved.

CARRIED

Arthur and Area Community Centre Roof

Mayor Lennox asked for clarification on if it is a full roof replacement and the actual scope of the work needed. The DOO explained that staff are needing to find an architect or engineer who is a flat roof specialist in order to come to a conclusion in

respect to what work is needed to be done. In 2019 the work suggested was putting a new membrane on. From a staff standpoint they would like it to be completed in 2022 but it acknowledges the amount of funding for this project. Chair McCabe asked about the facility maintenance reserve fund. The DOO clarified that the fund is unaudited at this time, and it had about \$450,000 in it and there is capital infrastructure reinvestment reserve which has about 1.3 million dollars in it and these two reserves would be the most applicable to use. Member Milne added that he is inclined to support the entire recommendation in order to get the ball rolling. The DOO explained that the \$350,000 was from the BM Ross 2019 report and was indexed 10% per year.

RESOLUTION RPL 2022-042

Moved by Mayor Lennox

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022- 015 being a report on roof replacement at the Arthur and Area Community Centre; AND FURTHER THAT the Committee recommend the Council of the Township of Wellington North direct staff proceed with a competitive process for the roof replacement at the Arthur and Area Community Centre; AND FURTHER THAT the Committee recommend Council direct staff to allocate \$350,000 for this project; AND FURTHER THAT the Committee recommend Council authorize the Director of Operations, or their designate, to enter an agreement(s) for this project

CARRIED

Items for Consideration

None

Roundtable

Lion Roy Grant Playground Update

The MPCE updated committee on the playground reviewing the sand surfacing removal, and 5 inches of quarter inch stone was laid, and 12 inches of engineered wood fibre was blown in. \$10,000 was received from the County of Wellington from their accessibility fund to help support this project.

OptiMrs Playground Grand Opening

The MPCE discussed the OptiMrs grand opening which took place on Saturday, June 25 with speeches and a ribbon cutting ceremony with free ice cream and free swims.

Arthur Lions Club Skateboard Park Grand Opening

The MPCE spoke to the event and how it had very large, diverse, crowd. Mayor Lennox extended his thanks for getting it opened and asked what the long-term transitions will be for the landscaping between the concrete and lawn. The MPCE explained that in the fall topsoil will be installed where the stone dust is currently, and grass seed will be laid.

Mount Forest Outdoor Pool and Aquatics Centre Project Update

The DOO updated committee that there has been an ongoing conversation at Council related to the pool and aquatics Centre and from a staff standpoint were looking to provide a preferred design concept at this meeting related to receiving the survey feedback. In the agenda package, there is a design concept. Staff needs to better understand what council wishes are for project financing and how financing will impact the design.

Adjournment

RESOLUTION RPL 2022-043

Moved by Mayor Lennox

Seconded by Member Milne

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of July 5, 2022 be adjourned at 5:08 p.m.

CARRIED

073

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
JULY 12, 2022 @ 7:00 P.M.
BILL MOODY PARK MOUNT FOREST

Committee Members Present:

Sherry Burke, Councillor, Chairperson
Shelley Weber, Public Member
Vern Job, Lions Member
Al Leach, Lions Member
Jessica McFarlane, Public Member
Ray Tout, Lions Member
Laurie Doney, Public Member

Staff Present: Matthew Aston, Director of Operations

CALLING THE MEETING TO ORDER

Chair Burke called the meeting to order at 7:05 p.m.

ADOPTION OF THE AGENDA

RESOLUTION: MFA 2022-012

Moved: Member McFarlane

Seconded: Member Weber

THAT the agenda for the July 12, 2022 Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed.

CARRIED

DISLCOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

Minutes of Previous Meeting

Mount Forest Aquatics Ad-Hoc Advisory Committee Meeting of April 5, 2022

RESOLUTION: MFA 2022-013

Moved: Member Doney

Seconded: Member Job

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the Minutes from the April 5, 2022 committee meeting.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Promotional Items

Members Doney and Weber attended the first market in Mount Forest this spring to sell promotional items and promote the new pool. Chair Burke plans to attend the Firework Festival market to sell promotional items and promote the new pool. It was mentioned that the Mount Forest Lions now have a storage location in Mount Forest.

You've Been Flocked

Event raised approximately \$4500. Committee is very appreciative of volunteers that helped support the event and, in the future, events like this may require a sub-committee to support it. Committee discussed if tax receipts would be issued for those who participated but it's a challenge to issue receipts for these types of events.

074

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
JULY 12, 2022 @ 7:00 P.M.
BILL MOODY PARK MOUNT FOREST

Bubbles and Suds

Unfortunately this event cannot happen this year.

ITEMS FOR CONSIDERATION

RESOLUTION: MFA 2022-014

Moved: Member Weber

Seconded: Member Job

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the verbal financial update.

CARRIED

Committee bank account has about \$10,000 in it.

Fundraising Capacity of Committee

There was discussion around hiring a professional fundraising committee.

OTHER BUSINESS/ROUNDTABLE

Discussion at Council regarding the Mount Forest outdoor pool and aquatics centre.

NEXT MEETING

Tuesday August 23, 2022, at 7:00PM

ADJOURNMENT

RESOLUTION: MFA 2022-015

Moved: Member Member Leach

Seconded: Member Tout

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of July 12, 2022 be adjourned at 8:31 p.m.

CARRIED

MOUNT FOREST BUSINESS IMPROVEMENT
ASSOCIATION MEETING MINUTES July 12th, 2022 @ 8:00 AM
Meeting Room Mount Forest Arena

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

DIRECTORS

Members: Andrew Coburn, Kayla Morton, Jessica McFarlane, Jayme Hewson, Bill Nelson, Kathleen Delchiaro, Councilor Burke. Dwight Benson

STAFF SUPPORT

ADOPTION OF MINUTES

MOTION CARRIED TO APPROVE AGENDA

Moved: Kayla Morton Seconded: Bill Nelson

ITEMS FOR CONSIDERATION

1. Kayla is taking a brief step back for the summer. Jayme Hewson will be interim Secretary. Thank you to Jayme!
2. Mural - deposit paid. Should be completed by August.
3. Parkette
 - a. Work has commenced and will be finalized by Fireworks weekend- which is great. (this was completed and pictures attached.
 - b. Andrew McFarlane and JD Pinder assembled the benches on behalf of BIA. There are three benches going to be installed at Parkette. Bill, Jessica, Jayme and Andrew made executive decision to purchase each \$100 gift certificate for their efforts. Andrew Coburn to purchase and get reimbursed.
 - c. Maintenance of Parkette:
 - i. Offered Dave \$30 extra per week to water the plants through September 1, 2022. This is a request from Clayton Robertson to ensure the plants survive. Three times per week. Dave to discuss with Clayton on the particulars. Jess is handling with Dave
4. EDO items:
 - a. Dale brought forward a proposal for August 13th sidewalk sale. Sarah Cornfield and Amanda Boylan are going to spear head it. The BIA will contribute financially to the cause but extra support at this time is not an option.
 - b. Downtown wifi meeting scheduled for July 21st to review tower and implementation plan.

BIA would like to discuss supporting a Halloween event while collaborating with Chamber. Tabled to next meeting to discuss with board.

NEXT MEETING

August 9th 8am

ADJOURNMENT

Moved: Jess McFarlane Seconded: Bill Nelson

Picture of Completed Parkette





Staff Report

To: Mayor and Members of Council Meeting of July 25, 2022

From: Tammy Pringle, Development Clerk

Subject: **DC 2022-027, TBM HOLDCO LTD. FINAL APPROVAL
SITE PLAN AGREEMENT, 555 PERTH STREET, MOUNT FOREST**

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information Report DC 2020-027 being a report on the final approval of the TBM HOLDCO LTD. Site Plan Agreement, 555 Perth Street, Mount Forest

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Consent Application B29-21 (Lot Line Adjustment)

BACKGROUND

Subject Lands

The property is located at 555 Perth Street in the town of Mount Forest. The subject lands are in the north west quadrant of the town, on the west side of Perth Street. The land holding is approximately 9.3 acres and is legally known as FIRSTLY: PART LOT 32 CONCESSION 1 DIVISION 3 NORMANBY PART 1, 60R2651; SECONDLY: PART LOT 33 CONCESSION 1 NORMANBY PART 1, 61R22111; TOWNSHIP OF WELLINGTON NORTH.

The Proposal

The Owner has applied for Site Plan Approval from the Township to construct a 609 m² (9,750 ft²) un-serviced, unheated warehouse on the south west side of the property, behind the existing building. This project will include site servicing, site grading and stormwater management.

Existing Policy Framework

The subject lands are designated (M-1) Industrial Zone in the Township of Wellington North Zoning By-Law 66-01 and has Industrial designation in the County of Wellington Official Plan.

COMMENTS AND ANALYSIS

The applicant has satisfied staff that this proposed development will be constructed in a manner that is consistent with municipal standards and best practices. A copy of the agreement is attached.

COMMUNICATION PLAN

The executed site plan agreement has been forwarded to the Township's solicitor for registration.

FINANCIAL CONSIDERATIONS

This proposal has no financial impact on the municipality as the Owner will provide securities and deposits to ensure all of the Works will be completed.

ATTACHMENTS

- A. Location Map
- B. Site Plan Agreement

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
 No
 N/A

Which priority does this report support?

Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

Prepared By:	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
Recommended By:	Darren Jones, Interim Chief Administrative Officer	<i>Darren Jones</i>

SCHEDULE A – Location Map



SCHEDULE B –Site Plan Control Agreement**SITE PLAN CONTROL AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 2022.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(the "Township")
OF THE FIRST PART

-and-

TBM HOLDCO LTD.
(hereinafter collectively called the "Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the lands described as

FIRSTLY: PART LOT 32 CONCESSION 1 DIVISION 3 NORMANBY PART 1, 60R2651; SECONDLY: PART LOT 33 CONCESSION 1 NORMANBY PART 1, 61R22111; TOWNSHIP OF WELLINGTON NORTH

PIN: 71072-0148 (LT)

(hereinafter called the "Lands")

AND WHEREAS the Township has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, which said By-law affects the Lands;

AND WHEREAS this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings submitted by the Owner pursuant to Section 41 of the *Planning Act*.

AND WHEREAS the Owner has submitted to the Township, plans and drawings of a proposed development on the Lands described in Schedule "A" attached hereto;

AND WHEREAS the Township approved the plans and drawings submitted by the Owner subject to certain conditions;

AND WHEREAS these plans can be viewed at the Offices of The Corporation of the Township of Wellington North, 7490 Sideroad 7 West, Kenilworth, Ontario.

NOW THEREFORE in consideration of the mutual covenants hereinafter expressed, the Township's approval of the plans and drawings described herein and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows:

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the "Plans").
2. The Owner covenants and agrees to construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws, including without limitation, the exterior building design, site, elevation, landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this

- Agreement provided that such condition is waived or rescinded by Resolution of Council.
4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph Section 3 of this Agreement.
 5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catch basins, where necessary, in a manner approved by the Township and/or The Corporation of the County of Wellington (the "County").
 6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
 7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
 8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
 9. The Owner shall, where required by Township and/or County resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
 10. The Owner hereby releases and indemnifies the Township, and, where applicable, the County, its servants, consultants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
 11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township, referred to as offsite Works, the Owner shall:
 - a) The Owner shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, completed operations insurance, and automobile liability insurance, providing coverage for a limit of not less than FIVE MILLION DOLLARS (\$5,000,000.00) for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Owner. Such policy or policies shall be issued in the joint names of the Owner, with the Township and the Township's consulting engineer as additional insurers, and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period described in 11 (e) of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. Proof of insurance shall be provided prior to the start of construction and on an annual basis. The policy shall specify that it cannot be altered, cancelled or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.
 - b) Prior to the commencement of the Works, the Developer's Contractor shall forward a Certificate of Insurance evidencing this insurance with the executed Agreement.

- c) It is also understood and agreed that in the event of a claim any deductible or self-insured retention under these policies of insurance shall be the sole responsibility of the Developer and that this coverage shall preclude subrogation claims against the Township and will be primary insurance in response to claims.
 - d) The Township's claims process for Third Party claims is to refer the claimant, including lien claimants, directly to the Developer and to leave the resolution of the claim with the Contractor. This applies regardless of whether or not it is an insured loss.
 - e) The Owner shall, upon the earlier of (a) commencing any works on the relevant lands, or (b) applying for a building permit, supply the Township with cash or a letter of credit (the "Security") in form satisfactory to the Chief Administrative Officer ("CAO") and in an amount satisfactory to the Chief Administrative Officer ("CAO"), sufficiently guaranteeing the satisfactory completion of the offsite works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a period of two (2) years from the date that such works are constructed and achieve substantial completion, and receive written approval from the Township Engineer. The Security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer, the Security may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said two (2) year period.
12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township, referred to as onsite Works, the Owner shall:
- a) Provide the Township with, upon the earlier of (a) commencing any works on the relevant lands, or (b) applying for a building permit, supply the Township with a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of FIFTY THOUSAND (\$50,000) of the cost of works and facilities relating to onsite servicing, storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works.
 - b) Complete the said works and facilities within a period of one (1) year from the date of issuance of a building permit, or within two (2) years of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the Owner's sole expense. When a substantial amount of the work is completed to the satisfaction of the Township, the Security may be reduced to an amount determined by the Township for each phase and shall not be further reduced until the Township has approved the works.
 - c) Upon failure of the Owner to complete the said works and facilities within the said one year period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the relevant lands to perform the said works and facilities.
13. The Owner shall grade the Lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Plans. The

Owner shall not use or cause or permit to be used any new construction on the Lands until after an as-built grading survey has been provided by an Ontario Land Surveyor and a professional engineer or architect has given the Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the Lands which fall within the provisions of Section 41 of the *Planning Act* and are required for this development by the Plans and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.

14. The Owner covenants and agrees not to permit the Lands to drain otherwise than into a properly installed drainage system with proper catch basins and the grades and drainage facilities shall be so established as to provide roof water onto the internal system and maintain an on-site storm water management system to limit storm run-off from the site to a predevelopment rate of flow and to indemnify and save harmless the Township from any liability for excess run-off as a result of construction or development on the Lands.
15. The Owner covenants and agrees to implement and monitor on-site sediment and erosion control measures, during construction of this development, to the satisfaction of the Township.
16. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the Owner may be required to apply dust suppressants, covering stockpiles of topsoil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
17. The Township and Owner agree that the Owner may choose to develop the Lands in phases and in accordance with the approved phasing plan, as shown on the approved Site Plans. In such case, the Owner agrees as follows:
 - a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;.
 - b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
 - c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the CAO or the Chief Building Official (the "CBO"), and the provisions of this Agreement shall apply to such security with respect to such phase(s); and
 - d) that the provisions of this Agreement shall apply to all such phases.
18. The Owner covenants and agrees to prepare and submit As Recorded Drawings following completion of construction of any services to the Township's Development Technologist for review. Electronic files (PDF) to be submitted to the Township for review, until approved by Township, at which time the Township requests three (3) bound sets of hard copies of drawings printed on 24" x 36" paper copies and electronic files (PDF and AutoCAD or similar and GIS shape files). Refer to current Township Municipal Servicing Standards for current as constructed drawing submission requirements.
19. The Owner covenants and agrees to prepare and submit to the Township, following completion of construction of any services, an individual Service Record Sheet (SRS) (8.5" x 11") for each property. SRS to be submitted to the Township's Development Technologist for review, until approved by Township, at which time the Township requests two (2) paper copies of SRS 8.5" x 11" paper copies and electronic files (PDF). SRS are required for each municipal service

- within the development; drinking water, sanitary sewer and storm sewer. Refer to current Township Municipal Servicing Standards for current Service Record Sheets submission requirements and template.
20. The Owner covenants and agrees to make all necessary arrangements and to be solely responsible for the costs of removing and relocating any existing municipal or public services requiring relocation in the course of, or in connection with, the construction, installation or provision of the works, services and facilities under this Agreement.
 21. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township; the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.
 22. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
 23. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
 24. The covenants, agreements, conditions and understandings set out herein and in Schedule "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.
 25. If the proposed development governed by this Agreement is not commenced within two (2) years from the date of the execution of this Agreement, or if the Owner does not make a submission for site plan approval of its broader development of the Lands within two (2) years from the date of the execution of this Agreement, the Township may, at its sole option and on sixty (60) days' notice to the Owner, declare this Agreement null and void and of no further force and effect. The refund of any fees, levies or other charges paid by the Owner pursuant to this Agreement shall be in the sole discretion of the Township, but under no circumstances will interest be paid on any refund.
 26. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

-----the remainder of this page left intentionally blank -----

THIS AGREEMENT is executed by the Township this ____ day of _____, 2022.

**THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH**
Per:

DARREN JONES – Interim CAO

I have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this ____ day of _____, 2022.

TBM HOLDCO LTD.
Per:

JEFF CAMPBELL, DC Manager BC & ON

I/we have authority to bind the corporation.

DEVELOPER'S MAILING ADDRESS:	5671 Production Way, Langley BC V3A 4N5
DEVELOPER'S PHONE NUMBER:	778-228-5017
DEVELOPER'S EMAIL ADDRESS:	jeff.campbell@timbrmart.com

SCHEDULE "B"**Site Specific Requirements**

The provisions set out in this Schedule are site specific requirements that relate to the Lands. This Schedule shall be read in conjunction with the provisions of the main body of this Agreement, but to the extent that there is any inconsistency or conflict between the two sets of provisions, the following terms of this Schedule shall prevail.

- The Owner agrees that all of the services, works, facilities and matters required under this Agreement located on the lands shall be maintained for the life of the proposed development covered by the Site Plan at the Owner's cost and expense, including the stormwater management works (i.e. orifice, swale and SWM Pond), and private fire hydrant. The Owner shall give the Township and its agents reasonable access on reasonable notice to the lands for the purpose of verification of compliance with the terms of this Agreement.
- The Owner agrees the onsite private fire hydrant, as shown in the site plan, is to be inspect and maintained to ensure they operate as per the fire hydrant design requirements. The onsite private fire hydrant is to be annually inspected by a person duly licenced to perform that function and shall maintain written records including date and time when inspection was completed, corrective measures, and list of what maintenance work was completed. The written records shall be retained at the building premises for examination by the Township's Chief Fire Official upon request. The annual fire hydrant inspection and maintenance work has been duly performed and completed and is to the satisfaction to the current Building Code.
- Prior to the start of construction, The Owner shall provide necessary storm ECA approvals and permits to the Township.



Staff Report

To: Mayor and Members of Council Meeting of July 25, 2022

From: Tammy Pringle, Development Clerk

Subject: **DC 2022-028, CACHET DEVELOPMENTS (ARTHUR) INC. DRAFT PLAN OF SUBDIVISION 23T-20202,**
BEING COMPRISED OF PART PKLT 8 N/S SMITH ST, CROWN SURVEY ARTHUR VILLAGE, PT 2, 61R10854, PART PKLT 3 S/S DOMVILLE ST SURVEY CROWN ARTHUR VILLAGE; PART PKLT 4 S/S DOMVILLE ST SURVEY CROWN ARTHUR VILLAGE PART 3 60R1199; PART PKLT 6 N/S SMITH ST SURVEY CROWN ARTHUR VILLAGE; PART PKLT 7 N/S SMITH ST SURVEY CROWN ARTHUR VILLAGE PART 4 60R1199 & PT 2 60R3022; ; TOWNSHIP OF WELLINGTON NORTH

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report DC 2022-028 being a report on Cachet Developments (Arthur) Inc. Draft Plan of Subdivision 23T-20202, located South of Domville Street and East of Preston Street North in the Village of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North assigns the following street names for Subdivision 23T-18004 (refer to: Draft Approved Plan (Attached):

- Street A – Adelaide Street
- Street B - Colwill Street
- Street C - Day Street
- Street D - Dingman Street
- Street E - Raftis Street

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

- **By-Law 062-21** (May 25, 2021) RE: Sewage Allocation Agreement
- **Resolution 2021-178 & 2021-179** (June 14, 2021) RE: Draft Plan of Subdivision
- **By-Law 073-21** (June 28, 2021) RE: Zoning Amendment
- **Site Alteration Agreement** (October 25, 2021) RE: Grading
- **Pre-Servicing Agreement** (February 7, 2022) Registered February 25, 2022
- **Resolution 2022-117 & 2022-118** (April 11, 2022) RE: Draft Plan of Subdivision Red-Line revision
- **By-law 054-22** (May 9, 2022) RE: Sewage Allocation Agreement
- **By-law 083-22** (June 11, 2022) RE: Signing of the Subdivision Agreement

BACKGROUND

Cachet Developments (Arthur) Inc. is the owner of the land located south of Domville Street and east of Preston Street North in the Village of Arthur. The Owner has applied for Subdivision Approval from the Township for a Subdivision with 133 Single Detached lots and 10 Street Townhouse Blocks with 64 units for a total of 197 dwellings.

This project includes five new streets, within the development. In keeping with the Road Naming Policy number 03-16, that says “whenever possible, the naming or re-naming of roads in the Township will be determined by reference to: iii) the names of local servicemen who served their country”; the Arthur Historical Society has presented the following names.

COLWILL

The Colwill family is notable for the number of sons and daughters of Sheldon and Soloma Colwill who served during World War II. Most were in the European Theatre.

Sergeant Bruce Carl Colwill

Born in 1924; Served in World War II

Accommodations: Canadian Forces Decoration Canadian Army Order 591 on April 14th, 1958, for the completion of twelve years' service.

Died on November 22nd, 2009.

Private Clifford Sheldon Colwill

Born in 1917; Served in World War II

From the Arthur Enterprise-News:

January 20th, 1944: Clifford Colwill was the fifth member of his family to arrive safely overseas.

September 13th, 1944: Private Clifford Sheldon Colwill of Arthur was severely wounded while serving with the Western Ontario Regiment.

Master Warrant Officer Harvey M. Colwill

Born in 1921, Served in World War II and the Korean War in the Canadian Army.

Died February 23rd, 2005.

Ira Arthur Colwill

Born in 1919; Served in World War II.

Died in 1979

Mildred Colwill

Served in the Canadian Women's Army Corps. in 1942.

DAY

John and Maud Day were one of two families in the Arthur Area with at least five children serving in World War II by 1944. Three sons – Edward Day, Borden Day and Clarke Day were in England in 1944 with the Army of Invasion poised to storm Europe on D-Day. The fourth son, William, was in Italy and the fifth member of the family, Pearl, was stationed in Toronto.

William Samuel Day

Served in World War II with the Canadian Army Perth Regiment.

Edward Boyd Day

Served in World War II with the Royal Canadian Ordnance Corps (RCOC).

Borden John Day

Served during World War II in the Royal Canadian Electrical and Mechanical Engineers (RCEME).

Clarke Wallace Day

Served during World War II with the Dufferin-Haldimand Rifles, part of the 56th Field Artillery Regiment.

Pearl Ida Day

Served during World War II in the Canadian Women's Army Corps. The CWAC was a non-combatant branch of the Canadian Army established to release men from the non-combatant roles.

DINGMAN**Elgin Dingman**

Born in Arthur; Served in World War II with the Royal Canadian Regiment of Canada, the RCR's in Sicily and Italy.

Died in 1992.

Gunner Jacob Ezra (Jake) Dingman

Born in the Arthur area in 1916; Served during World War II in France, Holland and Germany. Jacob suffered a shoulder injury in France that bothered him for the rest of his life and led to cancer in that area.

Died in 1977.

Lawrence Isaac (Lorne) Dingman

Born in 1913; Served during World War II with the Kent Regiment in the United Kingdom and North-West Europe.

Died in 1994.

Private William John Dingman

Born in 1915; Served during World War II

Arthur *Enterprise-News*, August 31st, 1944: Private W.J. Dingman is mentioned in the 575th [sic] Army Casualty list released last night. Pte. William John Dingman is the son of Mrs.

Elizabeth Dingman, Arthur.

Died in 1981

RAFTIS**Patrick John Raftis**

Born at Kenilworth on December 8th, 1893. Served during World War I in the 152nd Battalion in England and France. In 1918 he was wounded during the fighting at Amiens. After being

hospitalized in Scotland and England, Pat was invalided back to Canada on the Hospital Ship Essequibo. Pat was hospitalized for ten months in Toronto.
Died November 1st, 1951.

Petty Officer Daniel Wilfred Raftis

Born May 24th 1926 and grew up in Luther Township. Served in World War II in the Canadian Navy on the Tribal Class Destroyer, HMCS Haida.
Died on December 9th, 1969

Genevieve Marie and Mary Marcella Raftis

Enlisted in World War II in the Wrens (Women's Royal Canadian Naval Service) at HMCS York in Toronto. Soon the two sisters were transferred to HMCS Conestoga in Galt where they did their basic training. In March of 1945 they were posted to HMCS Stadacona, the Naval Base in Halifax.
Marcella died in 2007

John Raftis

Born on the 4th Concession of West Luther Township a few miles outside Arthur Village
Served in the Canadian Navy at HMCS York and served on a Canadian destroyer in the Halifax area.

John Francis (Frank) Raftis

Born on May 25th, 1917; Served in World War II.
Because of his age, Frank enlisted in the Army late in the war, spending his service at various Camps: Exhibition, Toronto; Orillia; and Camp Borden. He was discharged in 1945 as part of the general demobilization.
Died on April 8th, 2000.

Joseph Raftis

Born on January 19th, 1920; Served in World War II with the Peel, Dufferin and Halton Regiment in England and France until VE-Day.
Died in 1996

Leo Joseph Raftis

Born on August 24th, 1924. Served with the Navy in World War and discharges in 1945.
Died September 9th, 1989.

Patrick John Raftis

Born in 1922; Served during World War II in the Canadian Merchant Navy (Merchant Marine) sailing out of Montreal and Halifax.
Died in 2001

Lieutenant Thomas (Tom) Raftis

Born in 1920 and Served in World War II. He arrived in England in 1940, two weeks before the German bombing started. He took part in the disastrous raid on Dieppe in 1942 in which almost 1,000 Canadians were killed and 2,000 captured.
Tom arrived back home in 1945.

The Arthur Historical Society provided more information about each of these brave individuals which was too much to include in this report. From this brief listing it is obvious why the Village of Arthur is known as the most patriotic village in Canada.

The County of Wellington approved these names for use on July 15, 2022 by email.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

- Draft Approved Plan (Red Line Revision), April 28, 2022

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
 No
 N/A

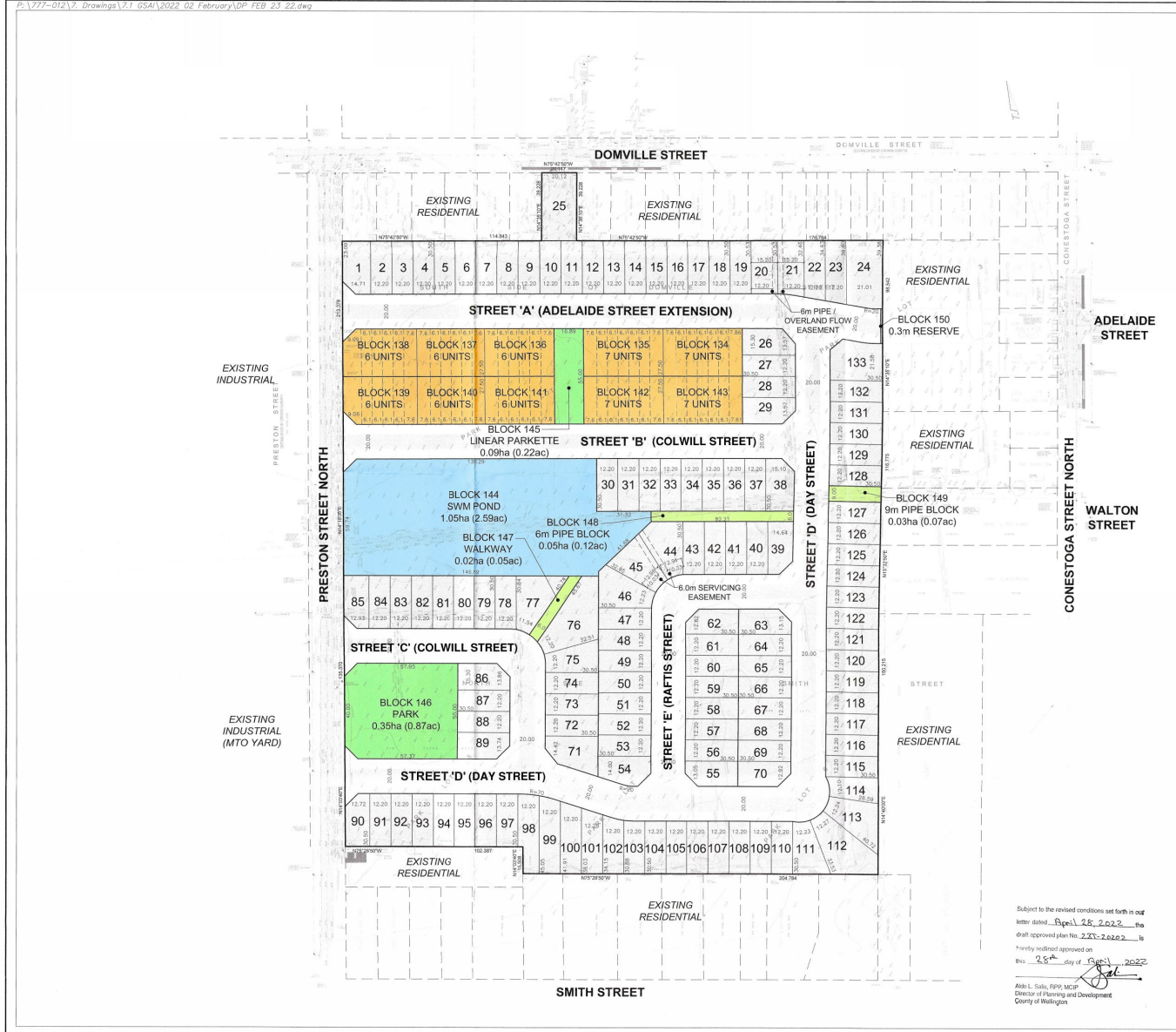
Which priority does this report support?

Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

Prepared By:	Tammy Pringle, Development Clerk	Tammy Pringle
Recommended By:	Darren Jones, Interim Chief Administrative Officer	Darren Jones

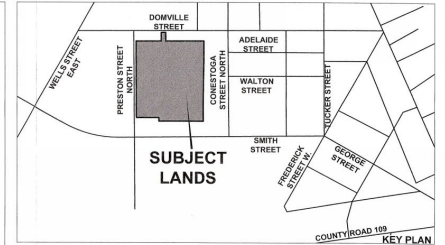
Draft Approved Plan (Red Line Revision), May 18, 2022

P:\777-012\7 Drawings\21 GSAI\2022_02 February\DP FEB 23 22.dwg



Subject to the revised conditions set forth in our letter dated April 28, 2022 and draft approved plan No. 23T-26262 is hereby modified approved on this 28th day of April, 2022.

Abel L. Sells, PMP, MPP, MEdP
Director of Planning and Development
County of Wellington



DRAFT PLAN OF SUBDIVISION
23T-20202
CACHET DEVELOPMENTS (ARTHUR) INC.

LEGAL DESCRIPTION
PART OF PARK LOTS 6, 7 & 8
NORTH SIDE OF SMITH STREET
PART OF PARK LOTS 3 & 4
SOUTH SIDE OF DOMVILLE STREET
CROWN SURVEY
(GEOGRAPHIC VILLAGE OF ARTHUR)
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON

OWNERS CERTIFICATE
I HEREBY AUTHORIZE GLEN SCHMARR & ASSOCIATES INC. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE TOWNSHIP OF WELLINGTON NORTH FOR APPROVAL.

SIGNED: Ramsey Shaheen, A.S.G. DATE: JULY 27, 2020
CACHET DEVELOPMENTS (ARTHUR) INC.

SURVEYORS CERTIFICATE
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE CORRECTLY AND ACCURATELY SHOWN.

SIGNED: James Lewis DATE: JULY 27, 2020
JAMES LEWIS, O.L.S.
VAN HARTEN SURVEYING INC.

ADDITIONAL INFORMATION
(UNDER SECTION 51(17) OF THE PLANNING ACT) INFORMATION REQUIRED BY CLAUSES A,B,C,D,E,F,G, J & L ARE SHOWN ON THE DRAFT AND KEY PLANS.

- H) MUNICIPAL AND PIPED WATER TO BE PROVIDED
- I) SANDY LOAM AND CLAY LOAM
- K) SANITARY AND STORM SEWERS TO BE PROVIDED

LAND USE SCHEDULE

LAND USE	LOTS / BLOCKS	AREA (ha)	AREA (ac)	UNITS
10.7m-12.2m (36'-40') DETACHED	1-133	5.47	13.52	133
6.1m (20') TOWNHOUSE	134-143	1.17	2.89	64
SWM POND	144	1.05	2.59	
PARKLINEAR PARKETTE	145, 146	0.45	1.11	
WALKWAY	147	0.02	0.05	
6m PIPE BLOCKS	148, 149	0.08	0.20	
0.3m RESERVE	150	0.00	0.00	
20m ROW (LENGTH: 1.456m)		2.98	7.36	
TOTAL	150	11.22	27.73	197

- NOTES**
- DAYLIGHT TRIANGLE DIMENSIONS: 7.5m x 7.5m
 - MINIMUM SETBACKS:
 - FRONT YARD: 5m (6m for Garages)
 - MINIMUM EXTERIOR YARD: 3m for Singles, 4.5m for Townhouses
 - MINIMUM REAR YARD: 7.6m for Singles, 6.7m for Townhouses



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of July 25, 2022
From: Darren Jones, Chief Building Official
Subject: CBO 2022-07 Building Permit Review Period Ending May 31st, 2022

RECOMMENDATION

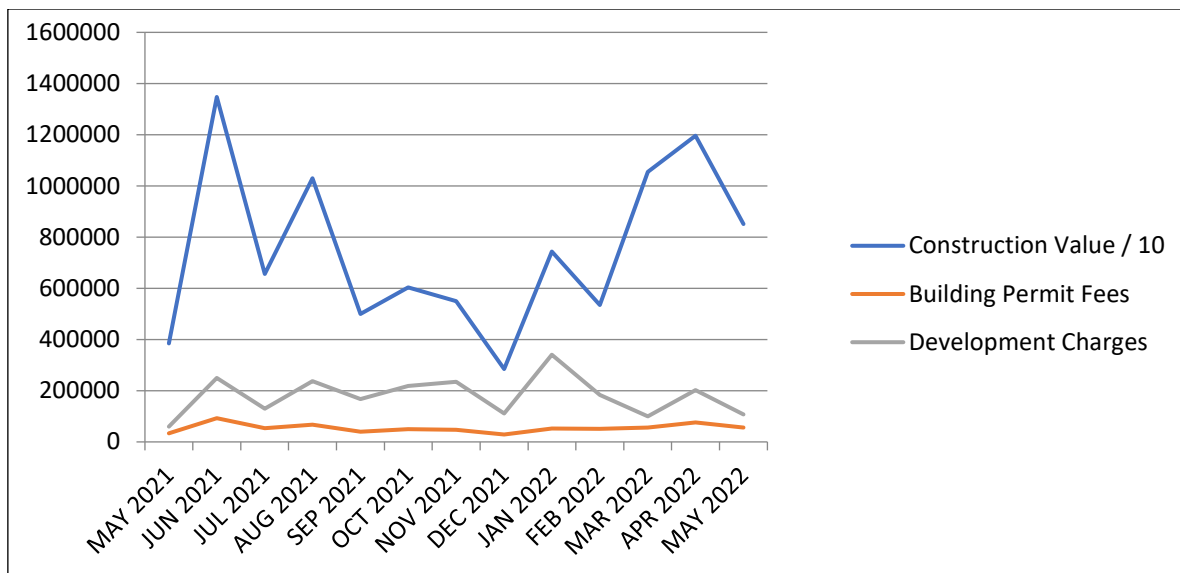
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-07 being the Building Permit Review for the period ending May 31st, 2022.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2022-06 Building Permit Review Period Ending April 30th, 2022
2. CBO 2021-08 Building Permit Review Period Ending May 31st, 2021

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
Single Family Dwelling	5	2,957,100.00	15,000.00	15,427.86
Multi Family Dwelling	2	2,700,000.00	15,400.00	85,333.49
Additions / Renovations	7	673,500.00	7,100.48	0.00
Garages / Sheds	6	279,150.00	2,602.94	0.00
Pool Enclosures / Decks	7	243,000.00	1,232.81	0.00
Commercial	1	600.00	267.80	0.00
Assembly	1	3,500.00	130.00	0.00
Industrial	2	900,000.00	6,735.24	6,799.26
Institutional	0	0.00	0.00	0.00
Agricultural	6	590,000.00	3,398.66	0.00
Sewage System	7	160,000.00	3,640.00	0.00
Demolition	0	0.00	0.00	0.00
Monthly Total	44	8,506,850.00	55,507.93	107,560.61
Total Year to Date	160	43,792,000.00	275,557.03	881,153.19
12 Month Average	30	7,793,360.42	55,821.09	190,357.55



10 Year Monthly Average	33	5,529,885.00	45,432.13	92,726.55
10 Year, Year to Date Average	99	19,034,078.20	148,116.26	321,317.18

This month the Building Department issued 44 building permits with a total combined construction value of \$8,506,850 this is equivalent to \$3,266,630, five years ago in 2017 using a deflationary factor of the residential building construction price index.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

- Yes
 No
 N/A

Which priority does this report support?

- Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

Prepared and Recommended By: Darren Jones, Chief Building Official / Interim Chief Administrative Officer



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of July 25, 2022
From: Darren Jones, Chief Building Official
Subject: CBO 2022-08 Building Permit Review Period Ending June 30th, 2022

RECOMMENDATION

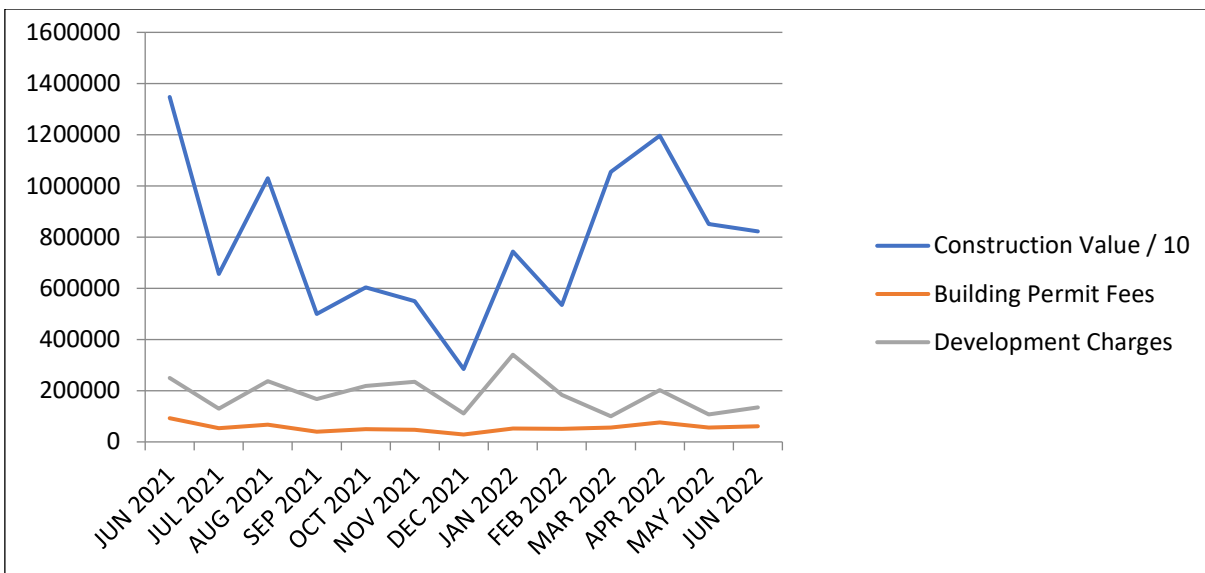
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-08 being the Building Permit Review for the period ending June 30th, 2022.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2022-07 Building Permit Review Period Ending May 31st, 2022
2. CBO 2021-09 Building Permit Review Period Ending June 30th, 2021

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
Single Family Dwelling	6	3,200,000.00	19,200.00	82,344.97
Multi Family Dwelling	2	1,800,000.00	8,800.00	38,852.02
Additions / Renovations	2	62,000.00	1,888.64	0.00
Garages / Sheds	8	370,000.00	4,559.88	0.00
Pool Enclosures / Decks	3	64,500.00	499.06	0.00
Commercial	3	152,500.00	5,126.48	13,120.09
Assembly	1	70,000.00	130.00	0.00
Industrial	1	100,000.00	1,508.00	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	13	2,321,000.00	17,676.84	0.00
Sewage System	3	85,000.00	1,560.00	0.00
Demolition	1	1,000.00	130.00	0.00
Monthly Total	43	8,226,000.00	61,078.90	134,317.08
Total Year to Date	203	52,018,000.00	336,635.93	1,015,470.27
12 Month Average	30	7,355,910.42	53,189.14	180,700.93



10 Year Monthly Average	33	4,527,437.50	40,154.95	78,187.80
10 Year, Year to Date Average	133	23,167,721.90	184,840.98	406,345.34

This month the Building Department issued 44 building permits with a total combined construction value of \$8,226,000 this is equivalent to \$3,158,780 five years ago in 2017 using a deflationary factor of the residential building construction price index.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

- Yes
 No
 N/A

Which priority does this report support?

- Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

Prepared and Recommended By:	Darren Jones, Chief Building Official / Interim Chief Administrative Officer
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7/15/22

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
78332	Abell Pest Control Inc	7/14/22	\$133.84
78333	Aquam Inc.	7/14/22	\$136.37
78334	Arthur Curling Club	7/14/22	\$1,000.00
78335	Art Arrows	7/14/22	\$1,211.00
78336	Arthur Foodland	7/14/22	\$453.86
78337	Bell Mobility	7/14/22	\$1,295.60
78338		7/14/22	\$602.28
78339	Broadline Equipment Rental Ltd	7/14/22	\$2,373.00
78340	C & G CONCRETE	7/14/22	\$19,144.20
78341		7/14/22	\$390.12
78342	Canadian Tire #066	7/14/22	\$491.52
78343	Chalmers Fuels Inc	7/14/22	\$7,165.80
78344		7/14/22	\$98.68
78345	Duncan, Linton LLP, Lawyers	7/14/22	\$490.52
78346	Eastlink	7/14/22	\$945.94
78347		7/14/22	\$430.00
78348		7/14/22	\$253.04
78349		7/14/22	\$50.00
78350		7/14/22	\$84.75
78351	Helm MSP Inc.	7/14/22	\$20.33
78352	Human Response Monitoring Cent	7/14/22	\$542.40
78353	Hydro One Networks Inc.	7/14/22	\$1,068.70
78354	Iconic Pools and Spa Inc	7/14/22	\$180.76
78355	Jason Ross Carpentry Inc	7/14/22	\$1,073.50
78356		7/14/22	\$89.83
78357	Mitchell Loos	7/14/22	\$1,100.00
78358		7/14/22	\$100.00
78359		7/14/22	\$91.83
78360	Manulife Financial	7/14/22	\$31,025.49
78361	Mary Lou's Closet	7/14/22	\$100.00
78362	Darlene McIntosh	7/14/22	\$650.00
78363		7/14/22	\$50.00
78364		7/14/22	\$122.31
78365		7/14/22	\$1,900.00
78366	Michelin North America (Canada	7/14/22	\$2,590.82
78367		7/14/22	\$100.00
78368	Record Tel Inc.	7/14/22	\$194.39
78369	Royal Bank Visa	7/14/22	\$1,503.84
78370	Royal Canadian Legion	7/14/22	\$200.00
78371		7/14/22	\$98.31

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
78372		7/14/22	\$50.00
78373		7/14/22	\$83.57
78374	Troll Bridge Creek Inc.	7/14/22	\$180.00
78375	Enbridge Gas Inc.	7/14/22	\$2,201.03
78376	Wajax	7/14/22	\$734.34
78377	WD Property Maintenance	7/14/22	\$4,240.33
EFT0003780	A J Stone Company Ltd.	7/14/22	\$3,147.05
EFT0003781	Andy's Mobile Lock Service Inc	7/14/22	\$999.88
EFT0003782	Arthur Agricultural Society	7/14/22	\$100.00
EFT0003783	Arthur Chrysler Dodge Jeep Lim	7/14/22	\$70,543.50
EFT0003784	ARTHUR BIA	7/14/22	\$4,812.50
EFT0003785	Arthur Home Hardware Building	7/14/22	\$120.88
EFT0003786	B M Ross and Associates	7/14/22	\$47,348.59
EFT0003787	Brent D. Rawn Electric	7/14/22	\$587.22
EFT0003788	Canadian Safety Equipment	7/14/22	\$1,184.81
EFT0003789	Canadian Ramp	7/14/22	\$187,432.22
EFT0003790	CARQUEST Arthur Inc.	7/14/22	\$162.24
EFT0003791	Carson Supply	7/14/22	\$4,143.36
EFT0003792	Clark Bros Contracting	7/14/22	\$12,537.40
EFT0003793	Coffey Plumbing, Div. of KTS P	7/14/22	\$1,076.83
EFT0003794	Corporate Express Canada Inc.	7/14/22	\$706.19
EFT0003795	Decker's Tire Service	7/14/22	\$497.20
EFT0003796	Delta Elevator Co. Ltd.	7/14/22	\$926.74
EFT0003797	Digital Postage On Call	7/14/22	\$7,910.00
EFT0003798		7/14/22	\$80.00
EFT0003799	Drexler Construction Limited	7/14/22	\$53,236.86
EFT0003800	Eric Cox Sanitation	7/14/22	\$1,803.56
EFT0003801	FOXTON FUELS LIMITED	7/14/22	\$1,412.82
EFT0003802		7/14/22	\$231.50
EFT0003803	Hort Manufacturing (1986) Ltd.	7/14/22	\$284.53
EFT0003804	Ideal Supply Inc.	7/14/22	\$112.02
EFT0003805	Industrial Alliance Insurance	7/14/22	\$142.88
EFT0003806	J.A. Porter Holdings (Lucknow)	7/14/22	\$839.60
EFT0003807		7/14/22	\$337.00
EFT0003808		7/14/22	\$583.50
EFT0003809	Mt Forest Business Improvement	7/14/22	\$7,500.00
EFT0003810	Pryde Truck Service Ltd.	7/14/22	\$1,267.01
EFT0003811	Risolv IT Solutions Ltd	7/14/22	\$11,707.77
EFT0003812	Saugeen Community Radio Inc.	7/14/22	\$884.79
EFT0003813	Suncor Energy Inc.	7/14/22	\$981.65
EFT0003814	Triton Engineering Services	7/14/22	\$3,357.51
EFT0003815	Wellington North Power	7/14/22	\$639.82
	Total Amount of Cheques:		\$516,681.73



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 25, 2022
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: Report CLK 2022-017 being a report regarding a petition for a municipal drain

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report CLK 2022-017 being a report regarding a petition for drainage works under the Drainage Act on Arthur Concession EOSR Div 3 and 4; Pt Lot 3 RP 60R 2771 Pt Part-1 Roll number 23 49 000 009 02500 0000

AND FURTHER THAT Council approves the request for a municipal drain;

AND FURTHER THAT Council appoints K. Smart & Associates Limited as the engineer and directs them to prepare report pursuant to the *Drainage Act*.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

On July 6, 2022 a Petition for Drainage Works by Owners under the *Drainage Act* (the Act) was filed with the Clerk of the Township of Wellington North for drainage works to be constructed on Arthur Concession EOSR Div 3 and 4; Pt Lot 3 RP 60R 2771 Pt Part-1 Roll number 23 49 000 009 02500 0000

The work required is to deepen and widen approximately 1,500 metres of an existing watercourse, known as the George Kirkness Award Drain. The soils in the area are described as loam.

Under the Act, where a petition has been filed, the council shall consider the petition and shall, within thirty days after the filing of the petition, notify the petitioners as follows:

- if Council decides not to proceed with the drainage works, send notice of its decision to each petitioner; or
- if Council does decide to proceed with the drainage works, send notice of the petition and of its decision to each petitioner, the clerk of each local municipality that may be

affected, and the conservation authority that has jurisdiction over any lands in the area or, if no such conservation authority exists, the Minister of Natural Resources.

If Council chooses not to proceed with the petition, they do not have to provide a reason but the petitioner has a right of appeal to the Tribunal.

The Township Drainage Superintendent believes the petition is satisfactory; however that determination is a duty of the Engineer/Surveyor appointed by the municipality.

The Drainage Superintendent recommends that Council appoint an Engineer further to Section 5 of the Drainage Act., after which the Engineer will then convene a site meeting as part of their duties under Section 9 of the Act to determine petition validity, nature and extent of work requested, drain name or number etc.

FINANCIAL CONSIDERATIONS

There are no implications by appointing a Drainage Engineer. The costs of the petition are the responsibility of the petitioners. Should the engineer determine an apportionment to the municipality, there would be financial implications however those costs are not known at this time.

ATTACHMENTS

Schedule A Petition

STRATEGIC PLAN 2019 - 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes

No

N/A

Prepared By:	Karren Wallace, Director of Legislative Services/Clerk	<i>Karren Wallace</i>
Recommended By:	Darren Jones, Chief Administrative Officer (Interim)	<i>Darren Jones</i>

**Petition for Drainage Works by Owners
 Form 1**
Drainage Act, R.S.O. 1990, c. D.17, clause 4(1)(a) or (b)

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

 To: The Council of the Corporation of the TOWNSHIP of WELLINGTON NORTH

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

7076 SIDEROAD 2E. LOT 3 EAST SIDE OF OWEN SOUND ROUND

 In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

 As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name) <u>ASBRIDGE</u>	(First Name) <u>TAMMY</u>	Telephone Number <u>905-876-7828</u>
---	------------------------------	---

Address	
Road/Street Number <u>7076</u>	Road/Street Name <u>SIDEROAD 2E. MT. FOREST, ON N0G 2L0</u>

Location of Project			
Lot <u>LOT 3</u>	Concession <u>EOSR</u>	Municipality <u>ARTHUR</u>	Former Municipality (if applicable)

- What work do you require? (Check all appropriate boxes)
- Construction of new open channel
 - Construction of new tile drain
 - Deepening or widening of existing watercourse (not currently a municipal drain)
 - Enclosure of existing watercourse (not currently a municipal drain)
 - Other (provide description ▼)

 Name of watercourse (if known)
GEORGE KIRKNESS AWARD DRAIN

 Estimated length of project
1,500m

 General description of soils in the area
LOAM & SILT LOAM

- What is the purpose of the proposed work? (Check appropriate box)
- Tile drainage only
 - Surface water drainage only
 - Both

 Petition filed this 6 day of JUNE, 2022

Name of Clerk (Last, first name) <u>WALLACE, KAREN</u>	Signature <u>Karen Wallace</u>
---	-----------------------------------

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number	Property Description
7076	ARTHUR CON ECSR DIV 3 LOT 3
Ward or Geographic Township	Parcel Roll Number
ARTHUR	2349000009025000000

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
ASBRIDGE, TAMMY	Tammy E Asbridge	2022/06/28
ASBRIDGE, LEROY	L. D. ASBRIDGE	2022/06/28

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation.
Position Title	Date (yyyy/mm/dd)

Number	Property Description
Ward or Geographic Township	Parcel Roll Number

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
ASBRIDGE, TAMMY	Tammy E Asbridge	2022/06/28
ASBRIDGE, LEROY	L. D. ASBRIDGE	2022/06/28

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation.
Position Title	Date (yyyy/mm/dd)

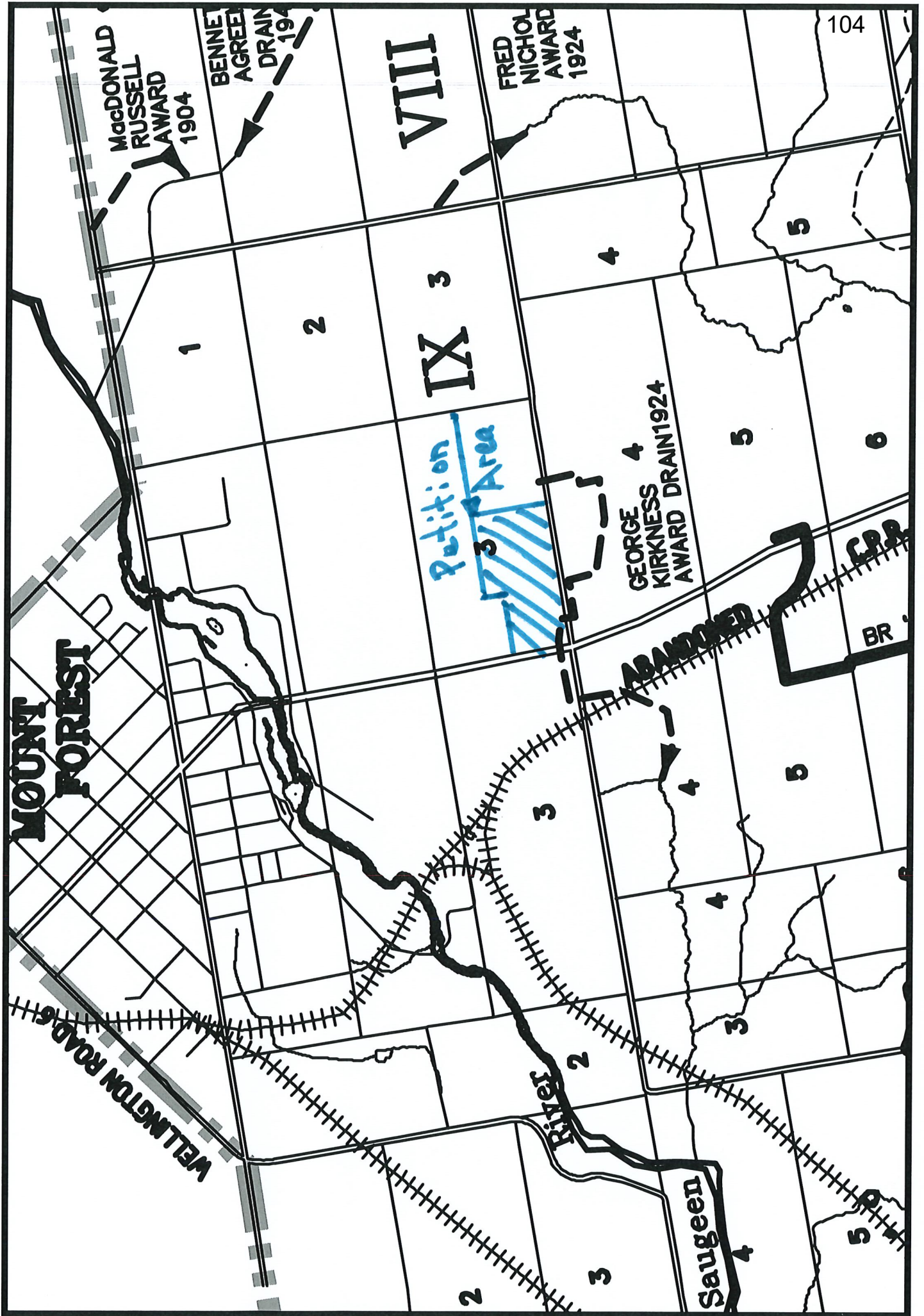
Check here if additional sheets are attached Clerk initial 

Petitioners become financially responsible as soon as they sign a petition.

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

Notice of Collection of Personal Information
 Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D. 17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.



MOUNT FOREST

WELINGTON ROAD

River

Saugen

ABANDONED

C.P.R.

BR.

MacDONALD RUSSELL AWARD 1904

BENNETT AGREED DRAIN 1924

FRED NICHOL AWARD 1924

GEORGE KIRKNESS AWARD DRAIN 1924

VIII

IX

Petition Area

104

1

2

3

4

5

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6

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3

2

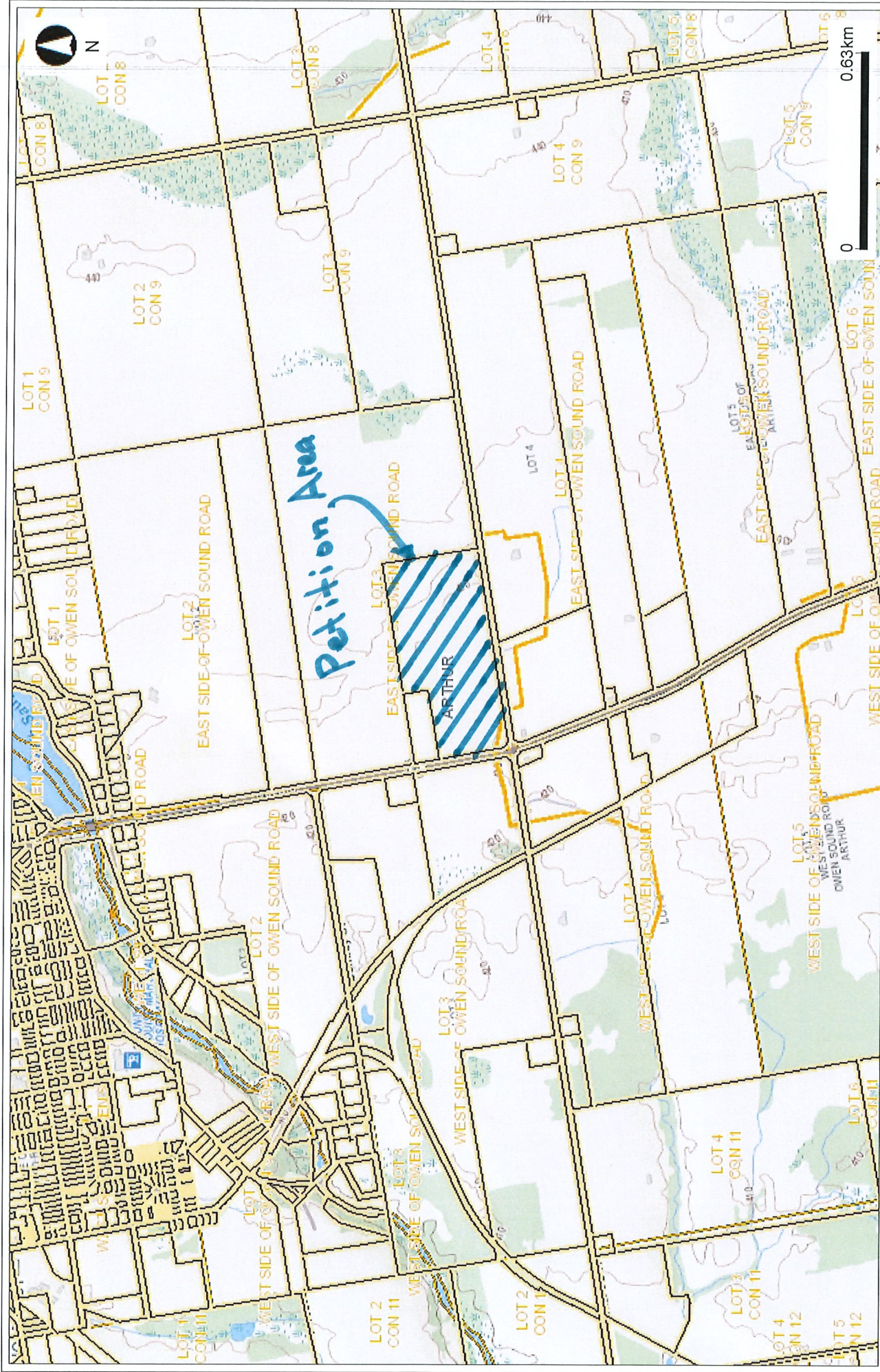
3

2

4

5

Kirkness Dr.; Asbridge Petition 2022



This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) shall not be liable in any way for the use or any information on this map. of, or reliance upon, this map.



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Map Created: 7/7/2022
Map Center: 43.9653 N, -80.72285 W

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 085-22

**BEING A BY-LAW TO ESTABLISH BUSINESS LICENSING
REGULATIONS RELATED TO BUSINESS LICENSING IN THE
TOWNSHIP OF WELLINGTON NORTH**

WHEREAS Part IV of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "***Municipal Act***") provides that a municipality may provide for a system of licences with respect to businesses;

AND WHEREAS section 436 of the *Municipal Act* authorizes a municipality to pass by-laws authorizing inspections to assess compliance with a by-law passed under the *Municipal Act*, a direction or order, or a condition of a licence;

AND WHEREAS sections 390 to 400 of the *Municipal Act* authorize a municipality to pass by-laws imposing fees or charges for services or activities provided or done by it; and

AND WHEREAS the Council of The Corporation of the Township of Wellington North deems such a system of licences appropriate to address health and safety, well-being of persons, consumer protection and nuisance control;

THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows

1. **THAT** the Business Licensing by-law as shown in Appendix A attached hereto is established.
2. **THAT** every provision of this by-law is declared to be severable from the remainder of the by-law and if any provision of this by-law shall be declared invalid by a court of competent jurisdiction such declaration shall not effect the validity of the remainder thereof.
3. **THAT** By-law No. 058-16 is hereby repealed.

4. **THAT** this by-law shall come into force and effect on its passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 25 DAY OF JULY, 2022.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

Appendix A
BUSINESS LICENSING BY-LAW

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1. SHORT TITLE

1.1 This by-law shall be known as the “Business Licensing By-law”.

2. DEFINITIONS

For the purposes of this By-law:

- 2.1 **Applicant** means a Person applying for a Licence or a renewal of a Licence under this By-law;
- 2.2 **Application** means an application in the form provided by the Licensing Officer or designate and accompanied by the appropriate fee;
- 2.3 **Business** includes any business wholly or partly carried on within the Township even if the business is being carried on from a location outside the Township and includes (without limitation):
- (a) a trade and occupation;
 - (b) an exhibition, concert, festival or other organized public amusement, held for profit or otherwise;
 - (c) a charity or non-for-profit business;
 - (d) the selling or hiring out of goods or services on an intermittent or one-time basis and the activities of a transient trader; and
 - (e) the display of samples, patterns or specimens of goods for the purpose of sale or hire;
- 2.4 **Applicable Law** means the laws and regulations of Canada and Ontario, the by-laws of the County of Wellington and the by-laws of the Township, including (without limitation) this By-law;
- 2.5 **Council** means the Council of The Corporation of the Township of Wellington North;
- 2.6 **Donation Box** means any receptacle used for the purpose of collecting clothing, shoes or household items, donated by the public, on an ongoing basis and as part of the regular activity of the operator;
- 2.7 **Donation Box Business** means a Business operating a Donation Box, including placement or installation of a Donation Box;
- 2.8 **Door to Door Sales** means one or more Persons going from place to place with services, goods or merchandise for sale;
- 2.9 **Fire Chief** means a Fire Chief in the Province of Ontario or designate;

- 2.10 **Food Vehicle or Stand** means a stand, or a motor vehicle (as defined in the *Highway Traffic Act*, R.S.O. 1990, c. H.8, as amended) or a non-motorized vehicle, including (without limitation) a cart, wagon, trailer, truck or bicycle, from which food or drink is offered for sale to the public, and includes (without limitation) a “mobile preparation premises” as defined in Ontario Regulation 562 under the *Health Protection and Promotion Act*, R.S.O. 1990, c. H.7, as amended;
- 2.11 **Food Vehicle or Stand Business** means a Business operating one or more Food Vehicles or Stands (including a combination of both).
- 2.12 **Licence** means a licence to engage in a Business issued under this By-law and the term “Licensed” has a corresponding meaning;
- 2.13 **Licensed Premises** means the premises and each of the vehicles from which a Business is to be operated, as indicated on an issued Licence;
- 2.14 **Licensee** means a Person licensed under this By-law;
- 2.15 **Licencing Officer** means the Director of Legislative Services of the Township of Wellington North and/or designate;
- 2.16 **Medical Officer of Health** means the Medical Officer of Health, or his or her designate, of Wellington-Dufferin-Guelph Public Health, or its successors;
- 2.17 **MLEO** means a Person appointed as a Municipal Law Enforcement Officer by Council pursuant to section 15 of the *Police Services Act*, R.S.O. 1990, c. P.15, as amended;
- 2.18 **Person** includes an individual, firm, corporation, association or partnership; and
- 2.19 **Township** means The Corporation of the Township of Wellington North.

3. EXEMPTIONS

- 3.1 Minor sports organizations, local service clubs and organizations, youth activities and clubs, school fundraisers, religious organizations and events held in conjunction with the municipality and or events that are deemed municipally significant pursuant to the regulations made under the *Liquor Licence and Control Act, 2019*, S.O. 2019 c. 15, Sched 22, as amended, shall be exempt from the requirements of section 4 of this By-law.

4 REQUIREMENT FOR LICENCE

- 4.1 Subject to the exemptions in section 3, no Person shall operate a Business listed in section 4.2, or hold themselves out as being Licensed to operate such a

Business, in any of the following manners:

- (a) without a Licence for the Business;
- (b) at a location other than one to which a Licence applies;
- (c) under any other name than the one endorsed on the issued Licence;
- (d) without complying with each provision of this By-law; and
- (e) without complying with all terms of the Licence and all conditions or restrictions placed on the Licence.

4.2 The prohibitions in section 4.1 apply to the following types of Business:

- (a) Food Vehicle or Stand Business;
- (b) Donation Box Business; and
- (c) Door to Door Sales.

4.3 A Licensee shall not transfer or assign a Licence.

4.4 For greater certainty, if a Business falls under two or more categories requiring a Licence, that Business requires a Licence for each category unless this By-law specifically provides otherwise.

5 APPLICATION REQUIREMENTS

5.1 An Applicant shall submit to the Licensing Officer a completed Application for a Licence, including:

- (a) a complete Application in the form prescribed by the Licensing Officer, which shall include:
 - i. the Applicant's name, business address, phone number, and email address;
 - ii. if the Applicant is an individual, government-issued identification; and
 - iii. if the Applicant is a corporation or partnership:
 - 1. the name, residential address, phone number, and email address of each Person who is a director, officer or partner; and
 - 2. a statement signed by the Applicant (where the Applicant is an individual), by an officer (where the Applicant is a corporation), or by a duly authorized partner (where the Applicant is a

partnership), as applicable, certifying the Application's accuracy and completeness;

- (b) the applicable fee(s) set out in the Township's Fees and Charges By-laws, as amended;
- (c) if the Applicant is a corporation, a copy of the articles of incorporation, and any changes or corrections thereto;
- (d) if the Applicant is a partnership, a copy of any declaration filed under the *Limited Partnerships Act*, R.S.O. 1990, c. L.16; and of government-issued records confirming any name registration under the *Business Names Act*, R.S.O. 1990, c. B.17, together with any changes or corrections to either;
- (e) proof of insurance deemed acceptable by the Licensing Officer with a minimum insurance coverage of two million dollars (\$2,000,000) against loss or damage, including a provision that the Licensing Officer will be given at least ten days' notice in writing from the insurance company of any cancellation, expiration or variation in the policy;
- (f) in the case of a Donation Box:
 - i. a Canada Revenue Agency charity number, any articles of incorporation of the charity and detailed information as to how the charity will benefit from the donated goods;
 - ii. a letter of permission signed by the property owner/agent, clearly identifying the location and zoning of the property on which the Donation Box is to be located; and
 - iii. a site plan or similarly detailed plans depicting the proposed location of the Donation Box;
- (g) in the case of a Food Vehicle or Stand Business:
 - i. a letter of permission signed by the property owner/agent, clearly identifying the location and zoning of the property on which each Food Vehicle or Stand is to be located;
 - ii. a site plan or similarly detailed plans depicting the proposed location of each Food Vehicle or Stand;
 - iii. a certificate or letter from a Public Health Unit in Ontario indicating approval for each Food Vehicle or Stand;
 - iv. an inspection report from a Fire Chief in the Province of Ontario, approving the vehicle for operation as a Food Vehicle or Stand and approving any use of propane or natural gas;

- v. a Driver Record Search issued by Ministry of Transportation for every individual permitted to drive a Food Vehicle;
 - vi. a valid Ontario Driver's Licence for the relevant class of vehicle, for every individual permitted to drive a Food Vehicle; and
 - vii. any Commercial Vehicle Operator's Registration for each Food Vehicle if required under the *Highway Traffic Act*, R.S.O. 1990, c. H.8 or its regulations, as amended; and
- (h) other information as required by the Licensing Officer.
- 5.2 In order to amend or renew a Licence, an Applicant shall submit to the Licensing Officer:
- (a) a complete renewal Application in the form prescribed by the Licensing Officer;
 - (b) the applicable fee(s) set out in the Township's Fees and Charges By-law, as amended; and
 - (c) such other documents as the Licensing Officer may require.
- 5.3 Every Application for a Licence or renewal shall be delivered to the Licensing Officer at least seven (7) days in advance of requiring a Licence or renewal. For greater certainty, processing time may vary between Applications and may exceed that period.
- 5.4 The Licensing Officer has discretion to review or waive any documentary requirements not related to public safety or consumer protection.
- 5.5 A Person shall not provide false or misleading information in respect of a Licence or Application, including (without limitation):
- (a) in applying for or renewing a Licence; or
 - (b) in updating the Township's information with respect to an issued Licence.

6 ISSUANCE AND GROUNDS FOR REFUSAL

- 6.1 Council hereby delegates decision-making authority to the Licensing Officer with regards to the issuance (with or without conditions), denial, revocation and suspension of Licences under this By-law, as Council is of the opinion that the delegated powers are of a minor nature.
- 6.2 The Licensing Officer shall receive and process all completed Applications for Licences and Licence renewals.

- 6.3 The Licensing Officer shall issue a Licence or Licence renewal to any Person who meets the requirements of this By-law, except where:
- (a) the Licensing Officer reasonably believes:
 - i. that the Applicant will not carry on the Applicant's Business with integrity and honesty, and in compliance with Applicable Law;
 - ii. that the Business will likely be adverse to the public interest;
 - iii. that the Business will likely threaten the health or safety of the public;
or
 - iv. that the Application contains false or misleading information;
 - (b) one or more of the Departments (defined below) has reviewed the Application in whole or part pursuant to this By-law and has withheld approval of the Application;
 - (c) the premises named in the Application are subject to an Order or Orders made pursuant to Applicable Law, including (without limitation) the *Building Code Act, 1992*, as amended; the *Fire Protection and Prevention Act*, as amended; or the *Health Protection and Promotion Act*, as amended;
 - (d) the Applicant or any officer, director, or partner thereof is indebted to the Township by way of fines, penalties, judgments, outstanding property taxes, or any other amounts owing; or
 - (e) the Applicant or any officer, director, or partner thereof has been convicted, within the past five years, of:
 - i. a criminal offence for which a pardon has not been granted; or
 - ii. a regulatory offence in any way related to the Business.
- 6.4 Prior to issuance of a Licence or amended or renewed Licence for a Donation Box or Food Vehicle or Stand Business that includes a change in location of operation, the Licensing Officer circulate the address and site plan or other drawing to the following departments for comment and approval:
- (a) the Clerk's Department;
 - (b) Township's Building Department;
 - (c) the Township's Fire Service; and
 - (d) the Township's Operations Department (collectively, the "**Departments**").

- 6.5 Prior to issuance of a Licence or amended or renewed Licence, the Licensing Officer shall seek comment on and approval of the Application from one or more of the Departments as deemed applicable by the Licensing Officer.
- 6.6 The Licensing Officer shall generally perform all administrative functions conferred upon the Licensing Officer by this By-law.
- 6.7 At the time of issuance or at any time during the term of a Licence, the Licensing Officer may impose such conditions as the Licensing Officer considers appropriate, based on any of the grounds set out in section 6.3 of this By-law.
- 6.8 A Licence issued pursuant to this By-law applies only to the Licensee, Business, Licenced Premises, and any geographic restrictions described therein, and is non-transferrable. For greater certainty, and without limitation, a Licence immediately becomes void if the ownership or operation of the subject Business is transferred from the Licensee to another Person without prior amendment.
- 6.9 Where the Licensing Officer has decided to deny an Application or to impose conditions on a Licence, the Licensing Officer shall within five (5) days of that decision provide notice to the Applicant or Licensee, and of the option and deadline for appeal.
- 6.10 Unless otherwise provided in this By-law, applicable fees will not be refunded, including (without limitation) in the event that an Application is withdrawn or a Licence is not issued.

7 OPERATING REQUIREMENTS

- 7.1 Every Licensee shall, at all times during the term of the Licence:
- (a) post the Licence in a conspicuous place at the Licenced Premises;
 - (b) if permitted to carry on a Business outside of the Licenced Premises, keep a copy of the Licence wherever the Licensee is carrying on Business;
 - (c) produce the Licence when required by a person conducting an inspection pursuant to this By-law;
 - (d) carry on business only in the name set out on the Licence;
 - (e) notify the Licensing Officer immediately of any change in information provided as part of an initial Application or renewal Application;
 - (f) maintain insurance policies acceptable to the Licensing Officer;
 - (g) comply with Applicable Law, including (without limitation) the Township's Zoning By-laws, as amended; and

- (h) comply with the conditions and restrictions placed on the Licence.
- 7.2 Prior to any change in the place of operation of a Food Vehicle or Stand, the Licensee shall obtain an amendment to the Licence from the Township, and shall submit to the Licensing Officer:
- (a) in the case of privately owned lands, a letter of permission signed by the property owner/agent, clearly identifying the location and zoning of the property on which the Food Vehicle is to be located/conducted;
 - (b) a site plan or similarly detailed plans depicting the proposed location of the Food Vehicle; and
 - (c) such other documents as the Licensing Officer may require.
- 7.3 A Person carrying on a Donation Box Business shall ensure the name of the charitable organization, the charitable number and a contact name and telephone number is displayed on a Donation Box.
- 7.4 Donation Boxes shall:
- (a) not exceed 48"x48"x75" high in size;
 - (b) be constructed of metal;
 - (c) be kept in a state of good repair;
 - (d) be emptied once a week between the hours of 7:00 am to 7:00 pm. Monday to Friday; and
 - (e) be cleared of surrounding snow to provide for access.
- 7.5 A Licensee may not locate its business on any Township-owned property unless it is being held in connection with an approved community event or exhibition, during the defined community event or exhibition or with the written permission of the Township.
- 7.6 No Person shall conduct Door to Door Sales at any location without prior permission from the landowner or tenant of the premises.
- 7.7 A Licensee shall not permit the pick up of donated goods from Donation Boxes between the hours of 7:00 pm and 7:00 am.
- 7.8 A Licensee shall keep the area on which the Donation Box is located clean, sanitary, and free of dumping.
- 7.9 A Licensee shall not use any noise-making device in the conduct or operation of its business.

- 7.10 A Licensee shall keep each Food Vehicle or Stand and the property on which they are located clean and sanitary and shall provide a metal refuse container with a self-closing lid; emptied at least once daily and ensure all waste is placed in the waste receptacle.
- 7.11 No officer, director, partner, or employee of a Licensee shall authorize, permit or acquiesce in the Licensee's contravention of any requirement under this By-law.

8 TERM OF LICENCE

- 8.1 Except where otherwise provided in this By-law, a Licence issued or renewed under this By-law shall be for the calendar year of issuance or renewal and, unless it is forfeited, revoked or renewed, shall expire on December 31st.

9 REVOCATION AND SUSPENSION

- 9.1 Subject to section 9.3 of this By-law, the Licensing Officer may revoke or suspend a Licence at any time, without a hearing, where:
- (a) the Licensing Officer reasonably believes:
 - i. that the Applicant has not carried on its Business with integrity and honesty, and in compliance with Applicable Law;
 - ii. that the Business has been or will be adverse to the public interest;
 - iii. that the Business has threatened or will threaten any property, or the health or safety of any Person; or
 - iv. that Licence contains, or was issued at least partly because of, false or misleading information;
 - (b) the premises named in the Application are subject to an Order or Orders made pursuant to Applicable Law, including (without limitation) the *Building Code Act, 1992*, as amended; the *Fire Protection and Prevention Act*, as amended; or the *Health Protection and Promotion Act*, as amended;
 - (c) the Applicant or any officer, director, or partner thereof is indebted to the Township by way of fines, penalties, judgments, outstanding property taxes, or any other amounts owing;
 - (d) the Applicant or any officer, director, or partner thereof is convicted of:
 - i. a criminal offence for which a pardon has not been granted; or

- ii. a regulatory offence in any way related to the Business;
 - (e) a Licence was issued in error; or
 - (f) otherwise authorized by this By-law.
- 9.2 Without limiting other provisions of this By-law, the Licensing Officer may suspend or restrict a Licence for up to 28 days, without a hearing, in order to accommodate any of the following on the property owned by the Township or of any local board of the Township (as “local board” is defined at section 1 of the *Municipal Act*):
- (a) the holding of a special event or community festival;
 - (b) the construction, maintenance or repair of property;
 - (c) the installation, maintenance or repair of a public utility or service;
 - (d) pedestrian, vehicular or public safety; or
 - (e) public health.
- 9.3 In the case of a suspension based on an immediate danger to any property or to the health and safety of any Person:
- (a) before suspending the Licence, the Licensing Officer shall provide the Licensee with oral or written reasons for the suspension, and an opportunity to respond to them; and
 - (b) the Licensing Officer shall limit the duration of the suspension to fourteen (14) days.
- 9.4 Where the Licensing Officer has decided to suspend or revoke a Licence under section 9.1 of this By-law, the Licensing Officer shall provide notice to the Licensee of that decision, and of the option and deadline for appeal, at some reasonable time prior to the revocation or suspension.

10 CANNABIS RETAIL STORES

- 10.1 The minimum distance between a Cannabis Retail Store, as defined under the *Cannabis Licence Act, 2018*, S.O. 2018, c. 12, Sched. 2, as amended (the “**Cannabis Licence Act**”, and school or private school, as defined under the *Education Act*, R.S.O. 1990, c. E.2, as amended, shall be the greater of:
- (a) the distance prescribed by the *Cannabis Licence Act* or its regulations; and
 - (b) 150 metres, measured as follows:

- i. where the school or private school is the primary or only occupant of a building, between the customer entrance to the Cannabis Retail Store and the nearest property line of the lands on which the school or private school is located; and
- ii. where the school or private school is not the primary or only occupant of a building, between the customer entrance to the Cannabis Retail Store and the nearest boundary of the space(s) occupied by the school or private school within its building.

10.2 Schedules A, B and C contain an approximate depiction of the 150-metre distances described in subsections 10.1(b), but are for information purposes only and do not replace the measurements required by section 10.1.

11 APPEAL

11.1 Any Person who has been denied a Licence, or the renewal of a Licence, has had their Licence suspended or revoked under s. 9.1, or has had terms or conditions imposed on a Licence, may appeal the decision of the Licensing Officer to Council.

11.2 Council shall give notice or direct that notice be given of the hearing of an appeal to the appealing Person and such other Persons as Council considers advisable.

11.3 All appeals shall be submitted:

- (a) within twenty-one (21) days after the Applicant has received Notice that of the Licensing Officer's decision to deny issuing or renewing a Licence or suspending or revoking a licence or imposing terms or conditions on a Licence;
- (b) in writing;
- (c) to the Township's Clerk;
- (d) setting out, in detail, the grounds for the appeal; and
- (e) along with the applicable fee, as outlined in the Township's Fees and Charges By-Laws, as amended.

11.4 Where an appeal is not submitted within the time set out in this section, the decision of the Licensing Officer will be deemed to be confirmed and no appeal shall be permitted.

11.5 Council shall hear all appeals.

- 11.6 On an appeal, Council may confirm, modify or rescind the decision appealed from, as Council deems most consistent with the general intent and purpose of this By-law.
- 11.7 Appeal decisions of Council are final and there is no other appeal mechanism.

12 NOTICES

- 12.1 Any notice pursuant to this By-law may be given in writing in any of the following ways and is effective:
- (a) on the date on which a copy is delivered to the Person to whom it is addressed;
 - (b) on the seventh (7th) day after a copy is sent by prepaid registered mail to either the Person's last known address or registered corporate address; or
 - (c) upon the sending of a copy by email transmission to the Person's last known email address.
- 12.2 For the purpose of notices under this By-law, the Person's last known address, last known facsimile number and last known email address will be deemed to be those provided pursuant to section 5 of this By-law.

13 INSPECTION

- 13.1 The Township may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
- (a) this By-law;
 - (b) an order of the Township made under this By-law;
 - (c) a condition of a Licence issued under this By-law; or
 - (d) an order made under section 431 of the *Municipal Act*.
- 13.2 For the purposes of conducting an inspection pursuant to section 13.1 of this By-law, the Township may:
- (a) require the production for inspection of documents or things relevant to the inspection;
 - (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;

- (c) require information from any Person concerning a matter related to the inspection; and
 - (d) alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purpose of the inspection.
- 13.3 No Person exercising a power of entry on behalf of the Township shall enter or remain in any room or place actually being used as a dwelling except in accordance with Applicable Law, including (without limitation) the *Municipal Act*.
- 13.4 No Person shall hinder or obstruct, or attempt to hinder or obstruct, any Person who is exercising a power or performing a duty under this By-law.

14 ORDER TO DISCONTINUE ACTIVITY

- 14.1 Where the Licensing Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Licensing Officer may make an order requiring the Person who contravened this By-law, or who has caused or permitted the contravention, or the Owner, tenant or occupier of the land on which the contravention occurred, to discontinue the contravening activity.
- 14.2 An order under subsection 14.1 of this By-law shall set out:
- (a) reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred; and
 - (b) the date by which there must be compliance with the order.
- 14.3 An order under subsection 14.1 of this By-law may require the discontinuance of activity even though the facts which constitute the contravention of this By-law were present before this By-law came into force.
- 14.4 Any Person who contravenes an order under subsection 14.1 of this By-law is guilty of an offence.

15 WORK ORDER

- 15.1 Where the Licensing Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Licensing Officer may make an order requiring the Person who contravened this By-law, or who caused or permitted the contravention, or the Owner, tenant or occupier of the land on which the contravention occurred, to do work to correct the contravention.
- 15.2 An order under subsection 15.1 of this By-law shall set out:

- (a) reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred; and
 - (b) the work to be done and the date by which the work must be done.
- 15.3 An order under subsection 15.1 of this By-law may require work to be done even though the facts which constitute the contravention of this By-law were present before this By-law came into force.
- 15.4 Any Person who contravenes an order under subsection 15.1 of this By-law is guilty of an offence.

16 REMEDIAL ACTION

- 16.1 If a Person fails to do a matter or thing, including comply with an order under this By-law, as directed or required by this By-law, the Township may, in default of it being done by the Person directed or required to do it, do the matter or thing at the Person's expense. The Township may recover the costs of doing a matter or thing from the Person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as municipal taxes.
- 16.2 The costs outlined in 16.1 of this By-law will include interest calculated at a rate of fifteen (15) percent *per annum*, calculated for the period commencing on the day the Township incurs the costs and ending on the day the costs, including interest, are paid in full.
- 16.3 If a Person carrying on a Donation Box Business is found to be in contravention of this By-law, on written notice by the municipality, the property owner who issued permission for the siting of the Donation Box on private property, shall within seven (7) days remove the Donation Box at the property owner's expense.
- 16.4 Without limiting the foregoing, if a property owner does not remove a Donation Box within seven (7) days of receiving written notice, the municipality will remove the Donation Box and add the cost of removal to the property taxes for the lands on which the Donation Box was sited.

17 PENALTIES

- 17.1 This By-law may be enforced by MLEOs, the Medical Officer of Health or police officers with the Ontario Provincial Police of the County of Wellington.
- 17.2 Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial*

Offences Act, R.S.O., Chapter P. 33, as amended, and all contraventions of this By-law are designated continuing offences.

- 17.3 Every Person, other than a corporation, that is convicted of an offence, is liable to a minimum fine of Three Hundred and Fifty Dollars (\$350.00) and a maximum fine of Twenty-Five Thousand Dollars (\$25,000.00) for the first offence and a maximum fine of Fifty Thousand Dollars (\$50,000.00) for a subsequent offence.
- 17.4 Every corporation that is convicted of an offence is liable to a minimum fine of Three Hundred and Fifty dollars (\$350.00) and a maximum fine of Fifty Thousand Dollars (\$50,000.00) for the first offence and a maximum fine of One Hundred Thousand Dollars (\$100,000.00) for a subsequent offence.
- 17.5 In addition to the fine amounts set out in sections 17.3 and 17.4 of this By-law, for each day or part of a day that an offence continues, the minimum fine shall be Three Hundred and Fifty dollars (\$350.00) and the maximum fine shall be Ten Thousand Dollars (\$10,000.00). The total of all daily fines for the offence is not limited to One Hundred Thousand Dollars (\$100,000.00).
- 17.6 Pursuant to subsection 447(1) of the *Municipal Act*, where a Person to which that subsection applies is convicted of knowingly operating a Business without a Licence, the Court may order that the premises or part of the premises be closed to any use for a period not exceeding two (2) years.
- 17.7 Pursuant to subsection 447(2) of the *Municipal Act*, where a Person is convicted of a contravention of this By-law, other than a conviction described in section 17.5 of this By-law, and the Court determines that the Owner or occupant of the premises or part of the premises in respect of which the conviction was made knew or ought to have known of the conduct which formed the subject-matter of the conviction or of any pattern of similar conduct, the Court may order that the premises be closed to any use for a period not exceeding two (2) years.

18 COLLECTION OF UNPAID FINES

- 18.1 Pursuant to section 441 of the *Municipal Act*, if any part of a fine for a contravention of this By-law remains unpaid after the fine becomes due and payable under section 66 of the *Provincial Offences Act* including any extension of time for payment ordered under that section, the Licensing Officer may give the Person against whom the fine was imposed a written notice specifying the amount of the fine payable and the final date on which it is payable, which shall be not less than twenty one (21) days after the date of the notice.
- 18.2 If the fine remains unpaid after the final date specified in the notice, the fine will be deemed to be unpaid taxes for the purpose of section 351 of the *Municipal Act*.

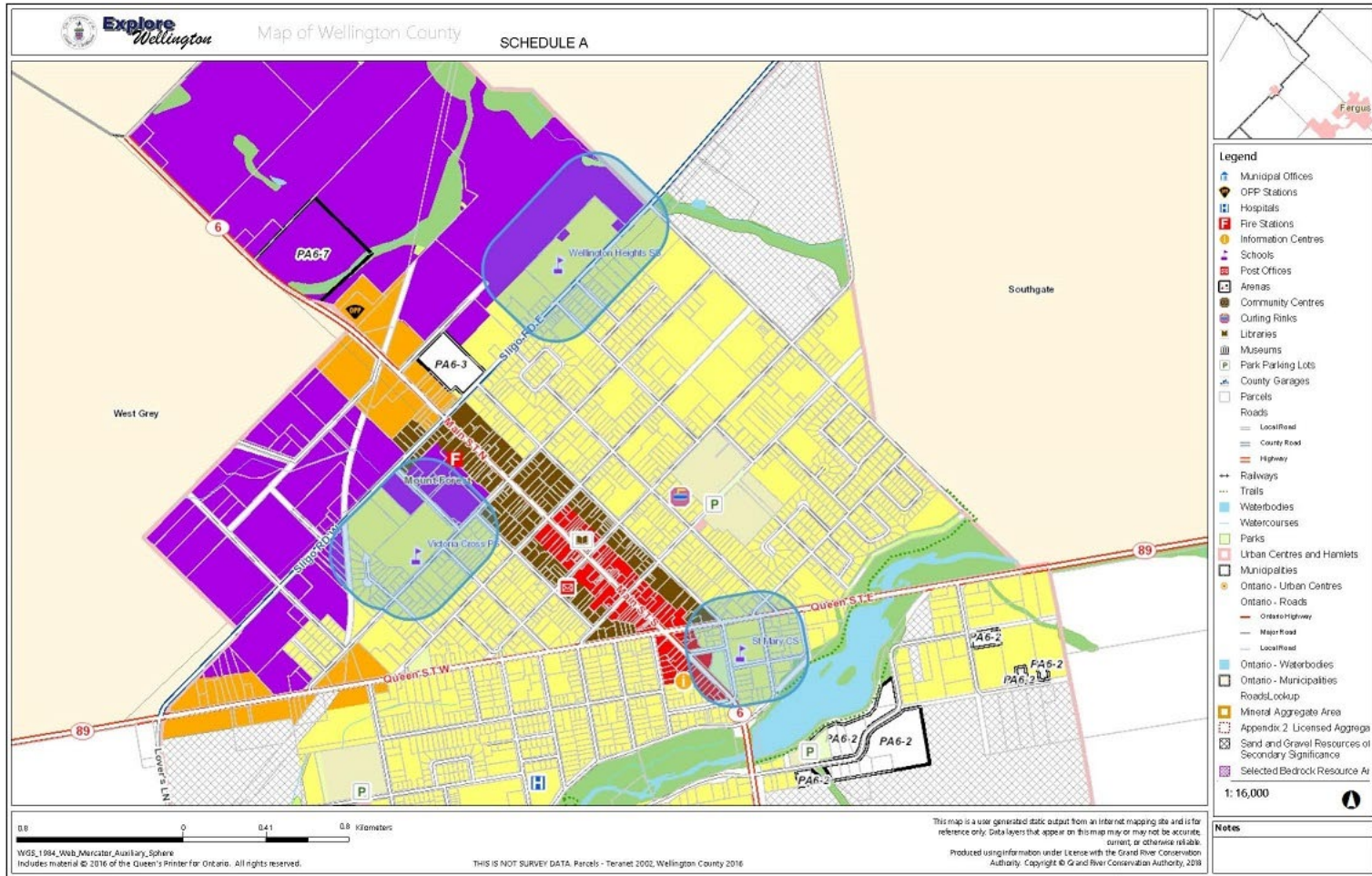
19 REPEAL / TRANSITION

- 19.1 The Township's Business Licensing By-law No. 058-16, as amended, is repealed on the day this By-law comes into force and effect.
- 19.2 Reference to the repealed by-law numbers in any documentation will be deemed to be reference to this By-law.
- 19.3 Notwithstanding subsection 19.1 of this By-law, the provisions of the Township's Business Licensing By-law No. 058-16, as amended, will be deemed to continue in force and effect with respect to any and all orders, appeals or prosecutions issued, filed or commenced under that by-law, and any assessment, rate, charge, tax, fee, liability or penalty outstanding under that by-law may be collected as if that by-law had not been repealed.
- 19.4 A licence issued under the Township's Business Licensing By-law No. 058-16 will be deemed a Licence under this By-law and will be subject to all provisions of this By-law, but will expire on the earlier of the following dates:
 - (a) the date stated on the licence; or
 - (b) December 31, 2022.

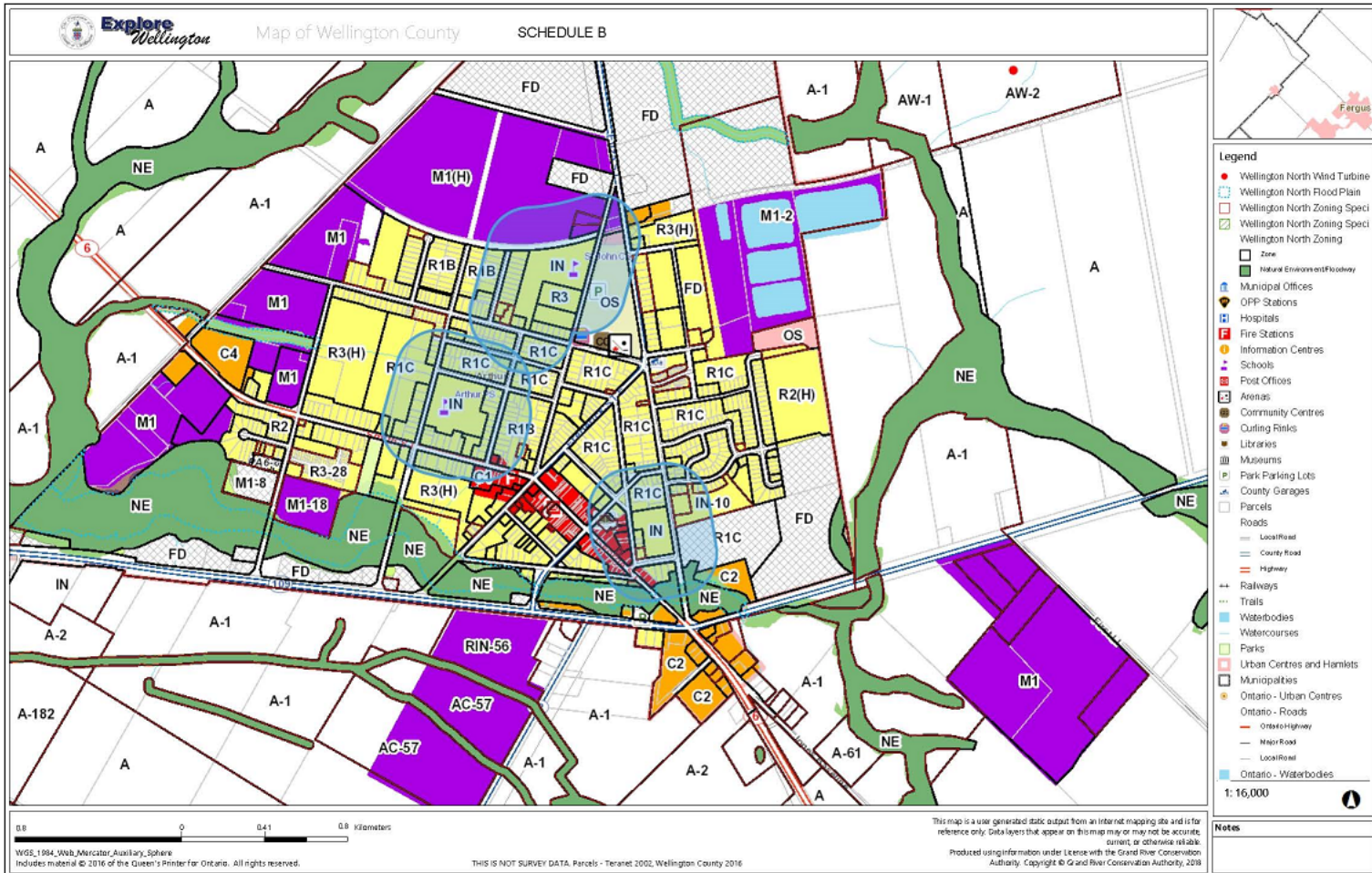
20 GENERAL

- 20.1 This By-law will come into force and effect on the date of its final passing.
- 20.2 Where the time for doing any act expires on a Saturday, Sunday or Public Holiday, the act may be done on the next business day.
- 20.3 The schedules which are attached to this By-law form part of this By-law.

SCHEDULE A



SCHEDULE B



SCHEDULE C



The Corporation of the Township of Wellington North
By-law 085-22, as amended
Short Form Wordings and Schedule of Fines
(Page 1 of 1)
Part I Provincial Offences Act

Item	Short Form wording	Provision Creating or Defining Offence	Set Fine
1.	Operating an unlicensed business without a required license	App. 4.1(a)	\$250.00
2.	Operating a business at an unlicensed location	App. 4.1(b)	\$250.00
3.	Operating a business under an unlicensed name	App. 4.1(c)	\$250.00
4.	Operating a business contrary to licensing requirements	App. 4.1(d)	\$250.00
5.	Operating a business contrary to license terms	App. 4.1(e)	\$250.00
6.	Providing false or misleading information in respect of a license or license application	App. 5.5	\$250.00
7.	Conducting door to door sales without obtaining owner or tenant permission	App. 7.6	\$500.00
8.	Permitting pick up from a donation box outside of permitted times	App. 7.7	\$250.00

Note: The penalty provision for the offences indicated above is Section 17 of By-law No. 085-22, as amended, a certified copy of which has been filed.

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 086-22

BEING A BY-LAW TO REPEAL BY-LAW 075-13 BEING A BY-LAW TO ADOPT POLICIES AND PROCEDURES TO GOVERN THE PURCHASING OF GOODS AND SERVICES IN THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "***Municipal Act***") provides that municipality shall adopt and maintain policies regarding the procurement of goods and services;

AND WHEREAS on 9th day of September, 2013, the Council of the Corporation of the Township of Wellington North passed By-law 075-13 being a By-law to adopt policies and procedures to govern the purchasing of goods and services;

AND WHEREAS at the August 27, 2018 meeting, Council approved a revised procurement policy by Resolution 2018-320;

AND WHEREAS it is necessary to repeal By-law 075-13;

THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows

1. **THAT** By-law No. 075-13 is hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 25 DAY OF JULY, 2022.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH**

BY-LAW NUMBER 089-22

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON JULY
25, 2022**

WHEREAS Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

AND WHEREAS Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

NOW THEREFORE the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS**:

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on July 25, 2022 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 25TH DAY OF JULY, 2022.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK